



Schweizerische Eidgenossenschaft  
Confédération suisse  
Confederazione Svizzera  
Confederaziun svizra

Federal Office for Customs and Border  
Security (FOCBS)  
Competence Center Pet Animals (KoHe)  
Bielstrasse 1, 3902 Brig-Glis

**E-Mail:**  
KoHe@bazg.admin.ch  
**Telefon:** +41 58 469 39 61  
(Mo.-Fr. 09:00-11:00)

## Notification form for the retroactive registration of pet animals at the Competence Center Pet Animals (KoHe) of the FOCBS

The notifying person is requested to complete the following notification form in full.

Requests for a retroactive registration of pets must be sent exclusively to the Pet Competence Center of the FOCBS. As far as possible, these requests should be submitted to the competence center by e-mail: KoHe@bazg.admin.ch.

1. Personal information (all fields mandatory)			
Data	Owner / Consignee	Importer / Trader	
Name / first name:			
Address:			
ZIP / Place:			
Phone:			
E-Mail:			
Date of Birth:			
Native Place:			
Profession:			

2. Details of the first border crossing with the pet animal (s)			
Reason for the import? <input type="checkbox"/> Private import for own household <input type="checkbox"/> Resale, (free) transfer to third party			
Who brought the animal / animals across the border:			
Date/time of the border crossing:		Border crossing (location):	
Why didn't you declare your pet(s) when crossing the border?			
Who referred you to the competence center of the swiss customs (KoHe FOCBS)?			
<input type="checkbox"/> Veterinarian, <input type="checkbox"/> customs, <input type="checkbox"/> Police, <input type="checkbox"/> Other:			
Has there already been any contact (telephone / e-mail) with the KoHe FOCBS)?			
<input type="checkbox"/> No <input type="checkbox"/> Yes – Contact:		File No.: 73-DIII-505-3-	

3. Details of the animals involved	
<b>Total number of animals:</b>	<b>Animal 1</b>
If there are more than 3 animals please attach list.	<input type="checkbox"/> Dog <input type="checkbox"/> Cat <input type="checkbox"/> other
<b>Remarks:</b>	Breed:
	Name:
	Date of Birth:
	Origin:
	No. Microchip:
	No Pet passport:
	Value:
	First Import to Switzerland:
<b>Animal 2</b>	<b>Animal 3</b>
<input type="checkbox"/> Dog <input type="checkbox"/> Cat <input type="checkbox"/> other	<input type="checkbox"/> Dog <input type="checkbox"/> Cat <input type="checkbox"/> other
Breed:	Breed:
Name:	Name:
Date of Birth:	Date of Birth:
Origin:	Origin:
No. Microchip:	No. Microchip:
No Pet passport:	No Pet passport:
Value:	Value:
First Import to Switzerland:	First Import to Switzerland:

4. Attachements (im Format PDF)	
<input type="checkbox"/> Copie pet passport (all pages completed)	
<input type="checkbox"/> <a href="#">EU Declaration for young animals aged up to 16 weeks</a>	
<input type="checkbox"/> <a href="#">Veterinary certificate and ownership declaration for entry from a third country</a>	
<input type="checkbox"/> Invoices / receipts	<input type="checkbox"/> Permit FSVO
<input type="checkbox"/> Transport documents / Flight tickets for pets	<input type="checkbox"/> Trade permit TRACES
<input type="checkbox"/> Other relevant documents:	

**Place, Date:**

### Further procedure

The KoHe staff will contact you as soon as possible. Due to the high volume of work, this may take some time. **The original of the pet passport must not be sent in to the KoHe.**

The KoHe will collect the VAT owed.