

Instructions for filling out and uploading the forms:

- ☞ Please read the contents of the relevant forms carefully and put a cross in the appropriate places or fill in the fields for all points. The forms are designed so that they can also be filled out digitally. Moreover, further information and filling aids are included in the forms themselves.
- ☞ If there are no identification numbers for the animal husbandry facilities named in the application for approval, the completed form “Identification number is not yet assigned” must be enclosed with the application.

Alternatively: The procedure would be simplified and accelerated if the owner of the animal husbandry establishment notifies in advance of the animal husbandry in one or more animal husbandry facilities in order to receive one or more identification numbers. You can inform the animal husbandry establishment of this possibility and note this in the appropriate place in the application.

- ☞ First the forms must be filled out and saved. In order to send them to the “Federal Office for Agriculture and Food (“BLE”) in a privacy-safe manner, please open the contact form, fill it out and upload the forms to the appropriate location.
- ☞ Regardless of whether you want to submit an application or make a notification, first select “Application” under contact request.
- ☞ Please briefly describe your request in the contact form and then upload the application or message. Up to 10 attachments with a maximum of 10 MB are possible. If there are more files with more MB, fill out the contact form again. Please describe the number of files in the subject or under “Your message” and, ideally, number them so that the documents can be better assigned.
- ☞ Please name the files according to their content. This makes an assignment easier.
- ☞ Please don't forget to upload the attachments, evidence and other documents as well.
- ☞ At the end of the contact form under “Open preview” you have the opportunity to view your details in print before sending. After sending, it is also possible to print out a confirmation for the submitted request.
- ☞ If you do not want to use the contact form, you can also send the application or the notification of animal husbandry facilities to the BLE by post. You can find the detailed address on the application form as well as the notification of husbandry facilities.