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| SENDING INSPECTION REPORTS TO REGIONAL OFFICE | All inspection reports must be sent to the Regional Office at the end of each work week. |
| | <p>You must attach all appropriate forms, sheets, and memos to the inspection report.</p> <p>Examples of information that should be attached to the inspection report, when applicable, include, but are not limited to:</p> <ul style="list-style-type: none">• Animal Inventory sheet• certified mail receipt• change of address information• site add/delete sheet• recommendations for enforcement action• photos, if available• Application for Registration (APHIS Form 7011) |