



INFORMATION FOR EXPORTING YOUR PET

The British Forces Animal Rehoming Centre, or BARC as we are better known, is an animal charity set up to assist in animal welfare within the British Forces community in Cyprus. In addition, to rehoming cats and dogs from and to military families, we offer an import and export service to entitled persons.

BARC Export can organise all or any of the following – the flight, delivery of your pet(s) to the airport in Cyprus and boarding prior to the flight. To ensure a smooth transition for your pet(s) departure from Cyprus, please follow the step-by-step guide below.

1. YOU WILL NEED TO DO THE FOLLOWING TO OBTAIN A EUROPEAN PET PASSPORT FROM AN AUTHORISED VETINARIAN

In order to fly your pet(s) into another country you will require a pet passport. This can be requested from your Vet and will include details of the following;

- a) Microchip number and insertion date – this will need to be carried out prior to your pet(s) first rabies vaccination.
- b) Rabies vaccination – As of the 1st January 2012, this will need to be administered at least 21 days prior to flying and no more than one year. If the vaccination has lapsed more than a year a further booster will be required.

If BARC are shipping your pet(s) and you do not currently have a pet passport but you have the relevant documentation (vaccination card and microchip details) then we can obtain a pet passport on your behalf.

2. BOOK AN EXPORT CLINIC SESSION

Give us a call (25211200) and arrange a clinic session with us. We ask for you to bring the following along to your clinic appointment;

- a) All of your pet's documents (Pet Passport and/or Vaccination Book and microchip details).
- b) If the animal is a dog, you will need to bring him/her along with you so they can be measured for a travel crate. If however, you already own a crate then please bring this along with you so it can be measured and checked for suitability and compliance with IATA regulations.

- c) Cats go in a standard sized box (unless they are a larger breed or tall), but it must be IATA approved. Again, if you already own a travel crate for your cat please bring this along for measuring and checking. A check of the cat's microchip number and the number in the pet passport will be done. 😊
- d) An approximate date of travel.
- e) If you wish for us to proceed with booking a flight, we will require a €60.00 deposit. We also require a UK address and telephone number.
- f) Details of where your dog(s) are staying prior to their flight as we will need to collect them for a pre-flight flea, tick and worm appointment at the vet's (or you can meet us there) 24 to 120 hours prior to their flight departure.

At this stage we will give you an estimate for shipping your pet back. If this is acceptable we will complete all the necessary documentation required to book your pet(s) flight.

For pets travelling to other countries we can also offer a service, but the documentation may differ slightly, our administrators will advise you of any further documents needed.

3. WE WILL BOOK YOUR PET(S) FLIGHT

We can book flights to the UK 3 months in advance of the date you wish your pet to fly.

Other countries may differ slightly, e.g. pets travelling to Germany, Lufthansa will only accept bookings 1 month before.

Once the flight is booked you will receive an email to confirm details and to advise you of the estimated price. Please note, BARC cannot accept any liability in the event of additional costs incurred from the airline. In this event, these costs will unfortunately be passed onto the customer.

4. YOU WILL NEED TO SETTLE THE OUTSTANDING BALANCE

If you intend to pay by cheque this must be received by the BARC Export Clinic 1 month prior to the pet(s) departure date.

After this time you will need to pay by cash, all payments must be received at least 2 weeks before the pet(s) departure date or the flight will be cancelled.

5. YOUR PET(S) WILL NEED A PRE-FLIGHT VET APPOINTMENT

Between 24 and 120 hours prior to check in at the airport of departure, your dog will require a pre-flight appointment to have a fit to fly examination and worming treatment at the vets. As part of your estimate we include for the vet appointment and booking. If your dog is in boarding with us we will take them for their appointment on your behalf, if you are taking your dog to the vet yourself we will also attend to assist. There is no mandatory requirement for cats to be treated for ticks and worms and seen by the vet. However to board your pet(s) at BARC they must be treated for fleas, ticks and worms before there stay.

After this appointment we will complete the last minute paperwork and finalise the pack that will be delivered to the airport with your pet(s).

6. YOUR PET(S) WILL FLY!

When we arrive at the airport we will give your dog a walk prior to placing him/her into their box. Please ensure you have provided us with a towel or a blanket to go into the bottom of their box for a little bit more comfort! We will then ensure that they have sufficient water for the journey and check them in with the airport staff.

Unfortunately, we cannot let cats out of their boxes, but before leaving we check that they have settled down in their box and that they also have sufficient water for their journey.

7. YOUR PET(S) WILL ARRIVE AT THE ANIMAL RECEPTION CENTRE IN THE UK

When flying your pet(s) back to the UK they have to land at an airport with an Animal Reception Centre, at present they are located at;

- Manchester
- Bristol
- Doncaster
- London Gatwick
- London Heathrow

We suggest that you are at the airport at the time that your pet(s) flight lands to ensure you will not incur any additional charges from the centre.

You will need to take some photographic identification with you to collect your pet(s).

Should a friend or relative be collecting the pet for you they will need to take a letter of authorisation to the airport from yourself and some form of identification.

8. YOU CAN TAKE YOUR PET(S) TO THEIR NEW HOME!

Please do remember when you get settled in your new home to notify the microchip company (eg. Petlog) of a change of address and telephone number to your new UK details.



BARC ADMINISTRATION FEE



What you pay for...

- Consultation at BARC Export Clinic
 - Organising flight
 - Completion of paperwork
 - Booking flight

- Photocopying documentation, preparing flight papers and box for flight
- Organising pet passport (if required)
- Organising pre-flight vet appointment and transportation of animal to vet for FTW (if required)
- Transportation of animal and box to airport and dealing with all clearance procedures at airport

PLEASE NOTE; ANY PROFIT IS PUT IN TO BARC FUNDS TO HELP WITH THE RUNNING COSTS, MAINTENANCE AND MOST IMPORTANTLY, TO HELP CARE FOR THE ANIMALS LEFT IN OUR CARE FOR REHOMING.

We will however give a discount should you wish to do any of the above tasks yourself, please feel free to ask our administrators about this.

Please phone if you are unsure of anything, our administrators will be pleased to answer any questions.