# Seeds of Success logo

# DORENA GRC CLEARANCE FORM

**BLM / NPS / USFWS: How to Request Seed and/or Seed Test Results Back to Your Office**

The U.S. Forest Service Dorena Genetic Resources Center is one of the seed cleaning facilities for SOS seed collected by the BLM / NPS/ USFWS. After cleaning, the first 3,000 seeds are taken off the top of the collection and sent to Pullman, WA and Ft. Collins, CO for incorporation into the Seeds of Success National Collection. With this form, the coordinating Agency/Office responsible for an SOS team can request the entire remaining balance (anything over 3,000 PLS) be returned to their office or shipped to a cooperator. To request only a portion of your remaining balance, or to send the remaining balance of a single collection to multiple partners, please contact the SOS National Coordinating Office. This form can also be used to request seed test result data. If both test results and shipping are requested, please fill out both the “shipping” column and “seed test results” column. If shipping is in planning stages, but not certain until after data is received, omit the shipping info and complete a second form to the SOS National Coordinating Office when shipping information is determined.

Complete this form and e-mail it to your Agency Coordinator with associated SOS Field Data Forms by **January 30th**. They will then review the request and forward the form onto the National Coordinating Office. A monthly review of clearance forms will occur on the first Tuesday of the month, following the national coordinating call. The SOS National Coordinating Office will review the request, if approved, assign a clearance number(s), and send the approved clearance form to the Bend Seed Extractory. *A limit of 25 seed lots will be shipped or tested each month, please plan requests accordingly or work with your Agency Coordinator and the SOS National Coordinating Office for more urgent requests.*

Bend will not return material without SOS Field Data Forms and a clearance number assigned by the SOS National Coordinating Office. **Please allow at least 30 days from date of approval to the date you would like the seed or seed test results returned.**

Requester Contact Information

Name: SOS Collecting Team:

Email: Phone Number:

FedEx Account #:

**Return Request Type**

|  |  |  |
| --- | --- | --- |
|  | **Shipping request** | **Seed Test Results** |
| **Date Needed** |  |  |
| **Name & Organization** |  |  |
| **Recipient’s physical address or email address** |  |  |

Please return or test the following collection(s):

|  |  |  |
| --- | --- | --- |
| **SOS Collection Reference Number** | **Species** | **Clearance Number (assigned by the National Office)** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

Native Plant Materials Development Project (*Please describe, in detail, how the returned seed will be used, i.e. common garden study, restoration project, academic partnership, etc. This section must be filled out for your request to be processed.)*