

# Electronic DC-44 Instructions

1. **Navigate to StateVet.com site**  
**<https://statevet.com/>**



2. **Click the Sign Up button in the lower left corner**  
**Creates account for creating DC-44**
3. **Complete form on next screen**

**Account info will be saved for future DC-44 certificates.**

# Electronic DC-44 Instructions

## 11. Once all animals have been entered, and Next button is clicked e-DC-44 can be reviewed.

Livestock certificate was successfully created.

### Certificate of Livestock Ownership/Movement

Person	<b>Raquel Wong</b> 99-941 Halawa Valley St., Alea, HI 96701
Shipment date	2023-05-18
Movement purpose	Sale (change of ownership)
Animals	3 Steers
Brand location	1700, 235
Description	Black, White face, MN, Ear tags: 95032156, 840123456987147,84056231547856
Seller owner	<b>Aloha Farms</b> 123 Aloha Way, Hilo, Hawaii, HI 96720
Buyer consignee	<b>Mahalo Farms</b> 321 Mahalo St, Hilo, Hawaii, HI 96720
Carrier	<b>Mahalo Farms</b> 321 Mahalo St, Hilo, Hawaii, HI 96720

CERTIFICATES OF LIVESTOCK  
OWNERSHIP/MOVEMENT

[List](#)  
[New](#)

MEMBER OF THE PUBLIC  
Your access has been verified by  
the following states: Hawaii

MORE...  
[Trace First](#)  
[USDA](#)  
[USAHA](#)

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**Click Finalized to complete the form.**

StateVet Entry Permit/Document Livestock Certificates

### Certificate of Livestock Ownership/Movement

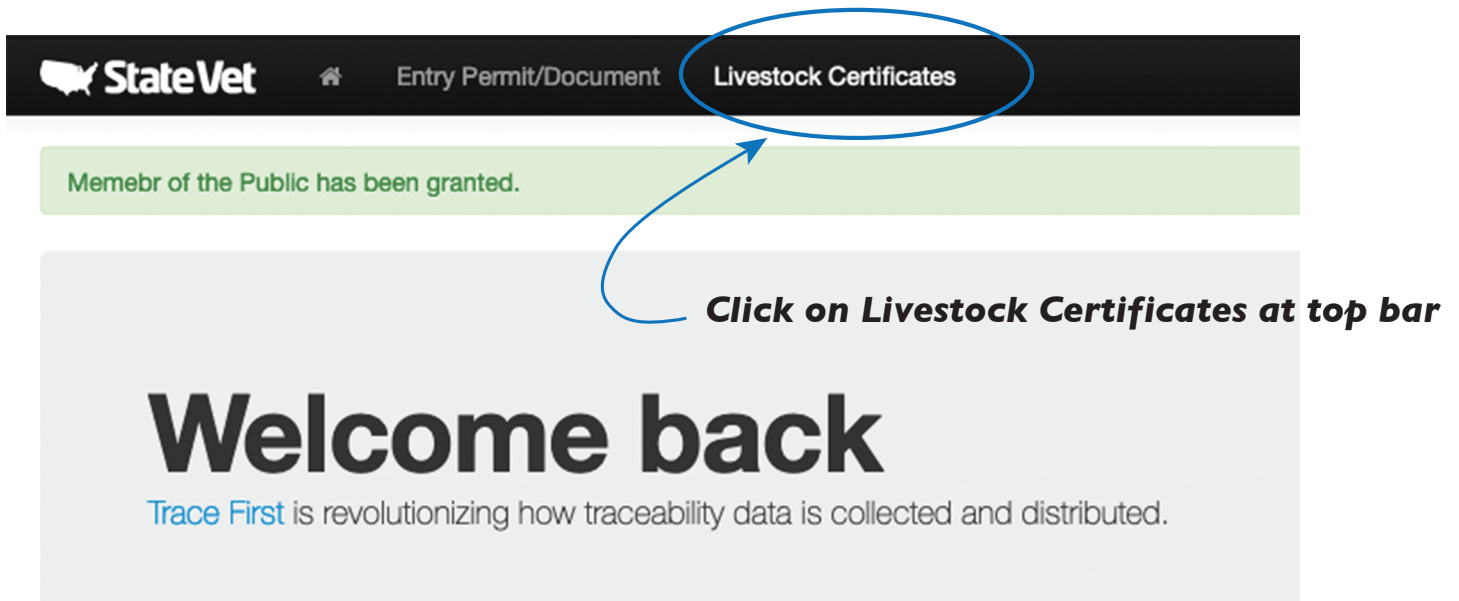
Person	<b>James Mahalo</b> 321 Mahalo St., Hilo, HI 96720
Shipment date	2023-05-16
Movement purpose	Sale (change of ownership)
Animals	2 Bulls
Brand location	Brand #1700- rt hip
Description	Brangus, Black, M, 4 y x2 Ear tags: 84012365489236456, 84065489723145
Animals	2 Cows
Brand location	Brand #1700, rt hip
Description	Brangus, Black, F, 4 yr x 2 Ear tags: 840987654321456, 840456321789457
Seller owner	<b>Mahalo Ranch</b> 321 Mahalo St, Hilo, Hawaii, HI 96720
Buyer consignee	<b>Aloha Farms</b> 123 Aloha Way, Hilo, Hawaii, HI 96720
Carrier	<b>Aloha Farms</b> 123 Aloha Way, Hilo, Hawaii, HI 96720

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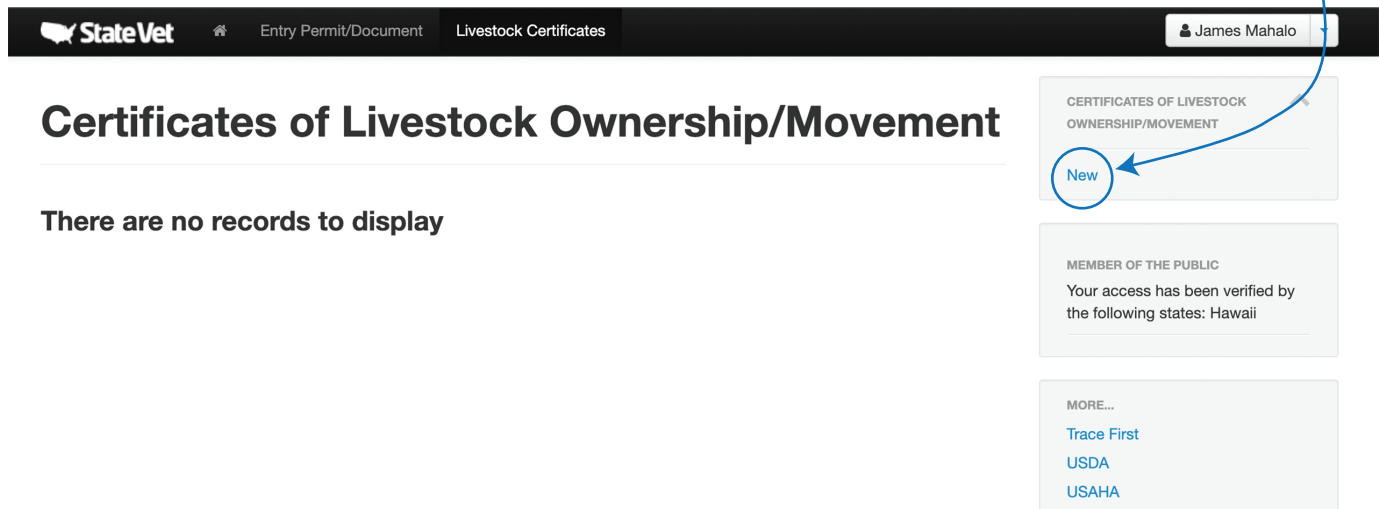
## 12. Click blue button, “Certificate of Livestock Ownership/Movement” to generate DC-44 for printing. It will be downloaded into a browser window.

# Electronic DC-44 Instructions

6. Once Access has been granted OR at next sign in, this is the screen that will be seen.



7. Click on “New” to create a new DC-44 certificate



# Electronic DC-44 Instructions

## 4. At bottom of sign up screen select the following options

Select the button

*"I am a member of the public and need a permit number to move animals."*

Please choose one of the following:

☐

I work for a state department of agriculture and need to approve movement records

☐


I am an accredited vet and need a permit number to move animals

☒

I am a member of the public and need a permit number to move animals

Click box "I'm not a robot"

☒ I'm not a robot

  
reCAPTCHA  
[Privacy](#) - [Terms](#)

Sign up

Click green Sign Up button

## 5. Select "HI" on the next screen



Entry Permit/Document

Welcome! You have signed up successfully.

Please complete following request

I am a member of the public and need a permit number to move animals:

HI

Request access

Click the Request access button

# Electronic DC-44 Instructions

## 8. Complete form with movement information

### New Certificate of Livestock Ownership/Movement

Select or add premises where animals are traveling between origin and destination.

Premises can be easily added or searched in the premises screen.

**Select the seller/owner premises**

Search:

Nothing found...

**If premises have not been added, see steps 9-10.**

\* Date of Shipment

\* Seller/owner premises **Aloha Farms**  
123 Aloha Way, Hilo, Hawaii, HI 96720

\* Buyer/consignee premises **Mahalo Farms**  
321 Mahalo St, Hilo, Hawaii, HI 96720

\* Carrier premises **Mahalo Farms**  
321 Mahalo St, Hilo, Hawaii, HI 96720

\* Movement purpose

\* Type of Animal

\* Number of Animals

\* Brands(s)/Location on Animal. Please describe brands in detail. After printing the certificate document, the brand can be drawn on the document.

Additional description of Animal (Breed, color, sex, ear tag or ID #, etc.) or Comments

Include the brand registration number in this box.

Click this button to add additional animal types.

Click Next to complete the form.

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## 9. New seller/owner premises are added when they cannot be found.

Select the seller/owner premises

Search:

john

Search

Add Premises

Nothing found...

Close

**Click “Add Premises” in this screen to add premises.**

## 10. Complete form to add a new premises. Process will only need to occur one if same premises is used routinely.

### Add a new premises

**Premises or Location ID is not needed to complete form, however if PIN or State PIN is know, please fill in this box.**

Premises or Location ID

\* Farm/ranch/business name

Aloha Farms

\* Owner name

John Aloha

Phone num

808-555-1234

\* Street address line #1

123 Aloha Way

Street address line #2

\* City/Town

Hilo

County

Hawaii

**Once saved, same premises will be avialbe to use for this account.**

Save


Cancel

# Electronic DC-44 Instructions

## 13. Example of printable DC-44.

QR symbol will display  
form verification

Unique Certificate  
Number Assigned

Animal Industry Division 99-941 Halawa Valley Street Alea, HI 96701-5602		<b>Certificate of Livestock Ownership/Movement</b>	Certificate number <b>230510-HI-LKVBX</b>	 DC-44 Page # 1 of 2								
<b>Owner/Seller - Origin of Shipment</b> Mahalo Ranch 321 Mahalo St Hilo HI 96720	<b>Buyer/Consignee - Destination of Shipment</b> Aloha Farms 123 Aloha Way Hilo HI 96720	<b>Carrier</b> Aloha Farms 123 Aloha Way Hilo HI 96720										
Signature of Owner/Seller:  Two copies of the certificate shall accompany the shipment, one copy shall be given to the department of agriculture, and a copy shall be retained by the owner. One of the copies of the certificate shall be presented upon request to a law enforcement officer or other officer or employee as described in section 142-29.		<table border="1"><tr><td>Owners's name</td><td>James Mahalo</td></tr><tr><td>Address</td><td>321 Mahalo St., Hilo, HI 96720</td></tr><tr><td>Phone</td><td>Primary phone number: 8085556489</td></tr><tr><td>Email address</td><td>rwhalawa170@gmail.com</td></tr></table>			Owners's name	James Mahalo	Address	321 Mahalo St., Hilo, HI 96720	Phone	Primary phone number: 8085556489	Email address	rwhalawa170@gmail.com
Owners's name	James Mahalo											
Address	321 Mahalo St., Hilo, HI 96720											
Phone	Primary phone number: 8085556489											
Email address	rwhalawa170@gmail.com											
<b>Number of Animals in Shipment</b> 2 - Bulls 2 - Cows	<b>Reason for Shipment</b> Sale (change of ownership)	<b>Shipment date:</b> 05/16/2023										
AFTER PRINTING THIS DOCUMENT, THE BRAND CAN BE DRAWN ON THIS DOCUMENT.												
<b>Brand(s)/Location on Bulls</b> Brand #1700- rt hip 		<b>Additional Description of Bulls</b> (Breed, Color, Sex, Ear Tag or I.D., No., Etc.) or Comments Brangus, Black, M, 4 y x2 Ear tags: 84012365489236456, 84065489723145										

Brand can be  
drawn onto  
hardcopy after  
printing.

Forms with multiple animals will  
produce additional pages.

## 14. Print hard copies of e-DC-44 for shipment.

- One copy to accompany shipment
- Once copy for inter-island transporter/carrier if applicable
- One copy for buyer if applicable.

Electronic copies will be delivered automatically to Animal Industry Division. There is no need to provide a hard copy to the Division office.

For questions contact the Animal Industry Division

Phone: 808-483-7100

Email: [HDOA.LDC@hawaii.gov](mailto:HDOA.LDC@hawaii.gov) or [HDOA.ADT@hawaii.gov](mailto:HDOA.ADT@hawaii.gov)

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