



**LICENSE TO COLLECT OR POSSESS APPLICATION**

Fee: \$10.00

Please Refer to the Instructions Before Completing This Application.  
 (Please Print or Type)

1. Applicant Last Name	First Name	M.I.	<div style="border: 1px solid black; padding: 5px; background-color: #f0f0f0; margin-bottom: 5px;"><b>FOR OFFICIAL USE ONLY</b></div> <div style="font-size: 48px; color: red; font-weight: bold; margin: 0;">RENEWAL</div>
2. Business/Organization Name (if applicable)			
3. Street 1	4. Telephone # (Day)		
Street 2	Telephone # (Night)		
City/Town	State	Zip Code (Zip + 4)	
County	5. Date of Birth		

6. This Application Is For a:

New Application     
  Renewal of Current License WITHOUT Change     
  Renewal of Current License WITH Change

7. Describe, in detail, your purpose for which you applying for this license:

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\_\_\_\_\_

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\_\_\_\_\_

(If more space is needed, attach additional sheets)

8. List the species and number you wish to possess and sell:

	<u>COMMON NAME</u>	<u>SCIENTIFIC NAME</u>	<u>TOTAL</u>	
			Male	Female
a.	_____	_____		
b.	_____	_____		
c.	_____	_____		
d.	_____	_____		
e.	_____	_____		

(If more space is needed, attach additional sheets)

9. Check the appropriate category:

Species will be collected from the wild in New York State.     
  Species will NOT be collected from the wild in New York State.

10. If you WILL NOT be collecting species from the wild in New York State, describe how you will obtain the species you list in Question 8:

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\_\_\_\_\_

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(If more space is needed, attach additional sheets)



# LICENSE TO COLLECT OR POSSESS APPLICATION

*Continued*

Answer Questions 11 through 13 ONLY if you WILL be collecting from the wild of New York State

11. Describe the methods that you will be employing to collect the species listed in Question 8:

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(If more space is needed, attach additional sheets)

12. List the locations where you wish collect the species listed in Question 8:

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(If more space is needed, attach additional sheets)

13. List the time periods when you will make your collections:

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(If more space is needed, attach additional sheets)

14. Describe the final disposition of the species you wish to collect:

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(If more space is needed, attach additional sheets)

15. Do you wish to designate agents, under your license, to assist you in making collections?  
 Yes  No If YES, Please attach a list with the names and addresses of each agent to the application.

16. Do you possess valid State and/or Federal Licenses or permits which relate to your proposed activity?  
 Yes  No If YES, Please attach photocopies of relevant licenses or permits to the application.

Make Check or Money Order Payable to:  
**New York State Department of Environmental Conservation Please - DO NOT send cash.**

**NOTICE:** Pursuant to ECL Section 3-0301(2)(Q) False statements made on this application are punishable pursuant to Section 210.45 of the New York State Penal Code.

\_\_\_\_\_ Date \_\_\_\_\_ Signature of Applicant

RETURN THE COMPLETED APPLICATION (BOTH SHEETS) AND ANY ADDITIONAL SHEETS, TO THE ADDRESS AT THE TOP

# LICENSE TO COLLECT OR POSSESS APPLICATION

## Instructions

**STATUTORY AUTHORITY:** Environmental Conservation Law Section 11-0515 (1) and 6 NYCRR Part 175.

The Department of Environmental Conservation (DEC) may issue a License to Collect or Possess to qualified individuals to collect or possess fish, wildlife, shellfish, crustacea, aquatic insects, birds' nests or eggs. This license is issued only for the following purposes: propagation, banding, scientific, or exhibition.

Individuals applying for a license to collect, possess, or band migratory birds must possess a valid Federal Permit from the U.S. Fish and Wildlife Service, for the pertinent activity. State licenses for banding migratory birds will be issued for five years. Individuals applying for a license to exhibit mammals to the public must write the U.S.D.A. for information for licensing under the Animal Welfare Act. Applications for licenses for educational, research or scientific institutions should be completed by the individual authorized by the institution to supervise all activities listed on the application.

The following addresses are provided for your convenience:

U.S. Department of the Interior  
U.S. Fish and Wildlife Service  
P.O. Box 779  
Hadley, MA 01035-0779

U.S. Department of the Interior  
Bird Banding Laboratory  
Patuxent Wildlife Research Center  
Laurel, MD 20708

U.S. Department of Agriculture  
APHIS REAC  
2568-A Riva Rd  
Annapolis, MD 21401-7400

The following instructions correspond numerically with the numbers on the License to Collect or Possess Application. When completing this application, please provide sufficient detail to fully answer the questions. The answers you provide are the criteria for approving or denying your license. Incomplete or vague applications will be returned to the applicant.

1. Name of applicant.
2. If applying as a business or organization list the name of the business.
3. Mailing address and county of residence of the applicant.
4. Day and night telephone number of the applicant.
5. Date of birth of the applicant.
6. Please check the box that pertains to your application.
7. Describe, in detail, the purpose for which you are applying for this license. If relevant, attach a copy of your research prospectus. Also, provide the name and address of the educational or scientific organization that sanctions your proposed activities or the organization that employs you.
8. Please provide the common name, scientific name (genus species) and the total number, male and/or female, of the species you wish to collect OR possess.  
NOTE: Endangered or Threatened Species may not be included on this application.
9. Check the box which indicates if you will or will not be collecting species from the wild in New York.
10. If you are applying for a license to possess species which were not collected from the wild in New York, describe how and from where you will obtain the species. Please include the name, address, telephone number and Special License Name and Number of the person who legally possesses the species you wish to obtain.
11. Describe, in detail, the methods you will use to collect the species you listed in Question 8. Include the type and number of traps, type and length of nets, etc. (Only if collecting from the wild).
12. Please provide a descriptive location of your collecting sites. Include county, township, name of the body of water, sampling points in a particular body of water, etc. (Only if collecting from the wild).
13. Please provide a detailed schedule of the times you will make your collections. Include months, days, time of day, etc. (Only if collecting from the wild).
14. Please describe exactly what you will do with the specimens you collect or species you possess.  
Examples: released at trap site, given to educational institutions for study skins, continue to hold for exhibition, etc.

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# LICENSE TO COLLECT OR POSSESS APPLICATION

## Instructions (continued)

15. Individuals affiliated with educational, research or scientific institutions may designate individuals to function as agents under their license. If you answer yes to this question, please attach a list with the name and address of each person you would like as an agent under your license.
16. If you answer yes to this question, please attach a photocopy of each State or Federal license or permit which relates to your application.

Please read the NOTICE and sign and date on the appropriate lines provided at the bottom of the application.

The fee for a License to Collect or Possess is \$10.00. The license is valid for one year or as noted on the license. The Department in its discretion may require an applicant to submit written testimonials from two well-known scientists and to file a bond of two hundred dollars.

Send the completed application, any attachments and a check for \$10.00, payable to NYS Department of Environmental Conservation to:

New York State Department of Environmental Conservation  
Special Licenses Unit  
625 Broadway  
Albany, New York 12233-4752

**Approximately 45 days are required to review and process completed applications.**