



FEDERAL FISH AND WILDLIFE PERMIT APPLICATION FORM
Migratory Bird Special Purpose – Possession Live and/or Dead and Salvage for Educational Purposes
(Migratory Bird Treaty Act, 50 CFR 21.95)
 U.S. Fish and Wildlife Service
 Division of Migratory Bird Management



TYPE OF REQUEST

New Application

Renewal

Amendment

If requesting a renewal or amendment, provide Permit # _____

BEFORE FILLING OUT THIS FORM, please access the [Return Addresses](#) (to obtain the email/postal mail addresses where this form can be returned); and read the [Permit Information](#), [Frequently Asked Questions](#), and form [Instructions](#). Please retain the "NOTICES" page for your records.

Complete Sections A or B, and C, D, and E of this application. U.S. address may be required in Section C, see instructions for details. **See instruction page(s) for information on how to make your application complete and help avoid unnecessary delays.**

A. Complete if applying as an individual			
1.a. Last name	1.b. First name	1.c. Middle name or initial	1.d. Suffix
2. Date of birth (mm/dd/yyyy)	3.a. Telephone number	3.b. Alternate telephone number	3.d. E-mail address

B. Complete if applying on behalf of a business, corporation, public agency, Tribe, or institution			
1.a. Name of business, agency, Tribe, or institution		1.b. Doing business as (dba)	
2. Tax identification no.		3. Description of business, agency, or institution	
4.a. Principal officer Last name	4.b. Principal officer First name	4.c. Principal officer Middle name/ initial	4.d. Suffix
5. Principal officer title		6. Primary contact name	
7.a. Business telephone number	7.b. Alternate telephone number	7.c. Business fax number	7.d. Business e-mail address

C. All applicants complete address information				
1.a. Physical address (Street address; Apartment #, Suite #, or Room #; no P.O. Boxes)				
1.b. City	1.c. State	1.d. Zip code/Postal code:	1.e. County/Province	1.f. Country
2.a. Mailing Address (include if different than physical address; include name of contact person if applicable)				
2.b. City	2.c. State	2.d. Zip code/Postal code:	2.e. County/Province	2.f. Country

D. All applicants MUST complete	
1. A nonrefundable processing fee is required to process this permit, please attach check or money order payable to the U.S. FISH AND WILDLIFE SERVICE. Federal, Tribal, State, and local government agencies, and those acting on behalf of such agencies, are exempt from the processing fee – Please see details regarding fee exempt status as outlined in 50 CFR 13.11(d) . See important permit details including regulations and fee amount	
2. Do you currently have or have you ever had any Federal Fish and Wildlife permits? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, list the number of the most current permit you have held or that you are applying to renew/re-issue: _____	
3. Certification: I hereby certify that I have read and am familiar with the regulations contained in Title 50, Part 13 of the Code of Federal Regulations and the other applicable parts in subchapter B of Chapter I of Title 50, and I certify that the information submitted in this application for a permit is complete and accurate to the best of my knowledge and belief. I understand that any false statement herein may subject me to the criminal penalties of 18 U.S.C. 1001.	
Signature of applicant/Principal Officer (No stamped signatures. Electronic signatures accepted.)	Date of signature (mm/dd/yyyy)

Please continue to next page

NOTE: A Federal Special Purpose Possession - Education permit for Migratory Birds is required to possess and transport non-releasable live migratory birds; dead migratory birds and their parts, nests, and nonviable eggs; and salvage migratory birds that you find dead and had no part in killing for the sole purpose of providing public education about the biology, ecology, and conservation needs of migratory birds. Possession of live or dead migratory birds and their parts for personal use is prohibited. You must locate live bird(s) and/or specimen(s) to acquire before a permit will be issued. You may not take possession of a bird prior to approval by your Migratory Bird Permit Office. A minimum of 12 educational programs per year is required. If birds are on display in an exhibit for educational purposes, you must be open to the public for a minimum of 400 hours per year. You must be at least 18 years old to apply for a migratory bird permit. Please read "[Frequently Asked Questions](#)" and the pertinent regulations before you sign and submit your application.

Please provide the information requested below. If additional information needs to be provided that does not fit in the designated spaces, add additional sheets to your application submission. You may use as many additional sheets as needed. Please number pages accordingly using the page number box provided at the bottom of the sheet, and the corresponding question number.

You should be as thorough and specific as possible in your responses. Incomplete applications will be returned.

As the permittee, you are legally responsible for ensuring that your subpermittees, staff, and volunteers adhere to the terms of your permit.

FOR RENEWAL APPLICATIONS: In addition to filling out Sections A-D above, if Dead and/or Salvage are the only selections for question 1 below, please answer questions 14 -19 below. If Live or All of the Above are selected for question 1, please answer questions 2(b)ii; 8 (if change in Principal Officer/Primary Caretaker); 9; 10; 11 and 14-19 below. All information must be provided, required reporting must be up to date (use report form [3-202-5](#)), and processing fees paid, or the renewal will not be processed.

SECTION E.

Questions

1) For Educational Purposes, do you wish to possess the following migratory birds?

- Live Migratory Birds
- Dead Migratory Birds
- Salvage of Migratory Birds
- All of the Above

STOP! Please read the following before proceeding:

- Applicants requesting Dead Migratory Birds and/or Salvage of Migratory Birds in #1 above, please answer questions 2-6 and 11-19.
- Applicants requesting Live Migratory Birds in #1 above, please answer questions 2-10 and 14-19.
- Applicants requesting a combination of Dead and/or Salvage and Live, please answer all questions.

2) Attachments - In addition to this form, please provide the following:

a) FOR LIVE/DEAD APPLICATIONS:

- i) Letters from schools or other public organizations that have expressed interest in scheduling your educational programs (required)
- ii) Brochures or other materials prepared for distribution related to your education message (optional)

b) FOR LIVE BIRD APPLICATIONS ONLY:

- i) Your application must include a Migratory Bird and Eagle Acquisition and Transfer Request form ([Form 3-202-12](#)) for each live bird you wish to acquire.
- ii) Attach photographs and diagrams of your permanent facilities/enclosures for housing migratory birds (both indoor and outdoor). Diagrams must include dimensions (length, width, and height) and a description of interior and exterior construction materials, such as flooring and netting materials. Indicate the species or type of species that will be housed in each. Also provide a description of the interior and exterior construction and housing materials, such as flooring, netting, perching, and watering materials.

3) Any permit issued as a result of this application is not valid unless you also have any required State or tribal permits or approvals associated with the activity. Have you obtained all required State or tribal permits or approvals to conduct this activity?

Yes, Have Attached

None Required

Have Applied, Will Provide Upon Request

4) List the live migratory bird(s) and/or specimens, including species and type of specimen (carcass, mount, feathers, nest, egg, etc.) you propose to use for your education programs.

5) For live birds you wish to acquire, you must include a Migratory Bird and Eagle Acquisition and Transfer Request form ([Form 3-202-12](#)). If you have already located a dead specimen to use in your program, list the source's name, address, and Federal permit number for each specimen below.

6) Describe the educational message will you deliver and to what type of audience.

a) Provide an outline of your program, including as much detail as possible, and any brochures or other materials prepared for distribution.

b) Explain why live bird(s) and/or specimen(s) are necessary for your program, including how they will be used and displayed during the presentation to meet this need.

7) You must have a minimum of 240 hours of experience working with migratory bird education and husbandry, gained over the course of at least 1 year. Your experience should include at least 20 programs using glove-trained migratory birds if you will conduct these types of programs.

a) For each live bird you propose to use, describe in detail your experience handling and caring for those species.

b) Provide the name, address, and telephone number of the facility or facilities where your experience was obtained.

c) Describe in detail your experience in providing education programs, including duration of your education experience and any experience in conservation education.

d) If applicable, describe your experience in presenting glove-trained programs (for both flighted and non-flighted birds).

8) Provide a list of the birds you will house in each enclosure, including the species, number of birds, and flight status (flighted, non-flighted) of the birds.

9) If live birds will be displayed outside of the enclosures, provide a detailed description of

a) How the birds will be displayed, and

b) Describe your enclosures for transport of the birds, including dimensions (length, width, and height) and the type and number of species that will be transported in each.

10) For each live bird you possess under this permit describe:

a) The diet you will administer for each species and indicate your food source.

b) The types of daily enrichment you will provide for each species.

11) *Where will specimens be stored when not being used for programs?*

12) *Describe the project or activity for which you require this permit, including the location or area where you propose to salvage.*

13) *Identify the public, scientific, or educational institution where the migratory birds salvaged under this permit will be deposited. If the specimens will be deposited with an institution other than your own, attach a letter, on the institution's letterhead, from the Director or Principal Officer of the institution where the salvaged materials will be deposited. The letter must confirm the institution's need for the specimens, that they want you to salvage for them, and describe how they will be used.*

14) Anyone who will be assisting you with the permitted activities or acting as your agent must either have their own Federal migratory bird permit for the activity or be identified by you, in writing, as a subpermittee under your permit. They may also require a State permit. Subpermittees must be at least 18 years old. As the primary permittee, you will be responsible for ensuring that your subpermittees are properly trained and adhere to the terms of your permit. Provide the name of any subpermittees who will be conducting activities under your permit. Persons under 18 may assist you in conducting programs, but you or one of your designated subpermittees over the age of 18 must be present and maintain direct control of them at all times.

15) For anyone, besides the permittee, handling or caring for live birds, briefly describe what they will be doing and their qualifications.

16) You must retain records legibly written or reproducible in English relating to the activities conducted under your permit for at least 5 years after the date of expiration of your permit. Is the physical address you provided in Section C on page 1 of this application the address where your records will be kept?

Yes

No If "no", provide
the physical address

17) Disqualification factor. Have you, the permittee, or your client (if a broker on behalf of your client):

- **Been assessed a civil penalty or convicted of any criminal provision of any statute or regulation relating to the activity for which the application is filed (50 CFR 13.21(b) (1));**
- **Been convicted, or entered a plea of guilty or nolo contendere, for a felony violation of the Lacey Act, the Migratory Bird Treaty Act, or the Bald and Golden Eagle Protection Act. (50 CFR 13.21 (c)(1));**
- **Had a permit revoked within the last five years for willfully violating any Federal or State statute or regulation, or any Indian tribal law or regulation, or any law or regulation of any foreign country, which involves a violation of the conditions of the permit or of the laws or regulations governing the permitted activity (50 CFR 13.28 (a)(1)) or failing to correct deficiencies that were the cause of a permit suspension within 60 days (50 CFR 13.28 (a)(2)).**

Answer "yes" if ANY of the events listed immediately above have occurred. Answer "no" if none of the events listed immediately above have occurred.

Yes

No

If you answered "Yes", provide: a) the individual's name; b) date of conviction, civil penalty assessment or revocation; c) charge(s), or reason(s) for revocation; d) location of the incident; e) court (if applicable, ticket, federal/state/tribal court etc.); and f) legal action taken for each violation (i.e. fine, incarceration, probation...). Please be aware that a "Yes" response does not automatically disqualify you from getting a permit.

18) Are you eligible for Fee Exempt Status? Fee exempt status applies to government agencies (Federal, State, Tribal, and municipal governments). Applicants acting on behalf of such agencies must submit a letter on agency letterhead and signed by the head of the unit of government for which the applicant is acting on behalf, confirming that the applicant will be carrying out the permitted activity for the agency, or the agencies tax exempt form.

Yes - Government Agency

Yes - Acting on behalf of Government Agency
Documentation Included

No - not eligible for Fee Exempt Status

19) I acknowledge that I have read the [Permit Information](#), form [Instructions](#), and [Frequently Asked Questions](#); and have accessed the page with the [Return Addresses](#) to obtain the address where I should return this form. I have also filled out all fields and questions in this application. Check this box to acknowledge:

NOTICES

PRIVACY ACT STATEMENT

Authority: The information requested is authorized by the following: the Bald and Golden Eagle Protection Act (16 U.S.C. 668), 50 CFR 22; the Endangered Species Act (16 U.S.C. 1531-1544), 50 CFR 17; the Migratory Bird Treaty Act (16 U.S.C. 703-712), 50 CFR 21; the Wild Bird Conservation Act (16 U.S.C. 4901-4916), 50 CFR 15; the Lacey Act: Injurious Wildlife (18 U.S.C. 42), 50 CFR 16; Convention on International Trade in Endangered Species of Wild Fauna and Flora (TIAS 8249), 50 CFR 23; General Provisions, 50 CFR 10; General Permit Procedures, 50 CFR 13; and Wildlife Provisions (Import/export/transport), 50 CFR 14.

Purpose: The collection of contact information is to verify the individual has an eligible permit to conduct activities that affect protected species. The information the individual provides helps the FWS monitor and report on protected species and assess the impact of permitted activities on the conservation and management of species and their habitats.

Routine Uses: The collected information may be used to verify an applicant's eligibility for a permit to conduct activities with protected wildlife; to provide the public and the permittees with permit related information; to monitor activities under a permit; to analyze data and produce reports to monitor the use of protected wildlife; to assess the impact of permitted activities on the conservation and management of protected species and their habitats; and to evaluate the effectiveness of the permit programs. More information about routine uses can be found in the System of Records Notice, Permits System, FWS-21.

Disclosure: The information requested in this form is voluntary. However, submission of requested information is required to process applications for permits authorized under the listed authorities. Failure to provide the requested information may be sufficient cause for the U.S. Fish & Wildlife Service to deny the request.

PAPERWORK REDUCTION ACT STATEMENT

In accordance with the Paperwork Reduction Act (44 U.S.C. 3501 *et seq.*), the U.S. Fish and Wildlife Service collects information necessary to monitor take and disposition of migratory birds, under the applicable laws governing the requested activity, for which a permit is requested, and to respond to requests made under the Freedom of Information Act and the Privacy Act of 1974. Information requested in this form is purely voluntary. However, submission of requested information is required in order to process applications for permits authorized under the above laws. Failure to provide all requested information may be sufficient cause for the U.S. Fish and Wildlife Service to deny the request. According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. OMB has approved this collection of information and assigned Control No. 1018-0022.

ESTIMATED BURDEN STATEMENT

We estimate public reporting for this collection of information averages:

Original submission - paper-based: 4 hours 30 minutes
Amended submission - paper-based: 4 hours 30 minutes
Original submission - electronic: 3 hours
Amended submission - electronic: 3 hours

These estimates include time for reviewing instructions, gathering and maintaining data and completing and reviewing the form. Direct comments regarding the burden estimate or any other aspect of the form to the Service Information Clearance Officer, Fish and Wildlife Service, U.S. Department of the Interior, 5275 Leesburg Pike, MS: PRB (JAO/3W), Falls Church, VA 22041-3803, or via email at Info_Coll@fws.gov. **Please do not send your completed form to this address.** Questions regarding migratory bird permits should be sent to the appropriate regional (contact information can be found at [Migratory Bird Program Contact Us](#)).

FREEDOM OF INFORMATION ACT

For organizations, businesses, or individuals operating as a business (i.e., permittees not covered by the Privacy Act), we request that you identify any information that should be considered privileged and confidential business information to allow the Service to meet its responsibilities under FOIA. Confidential business information must be clearly marked "Business Confidential" at the top of the letter or page and each succeeding page and must be accompanied by a non-confidential summary of the confidential information. The non-confidential summary and remaining documents may be made available to the public under FOIA [43 CFR 2.26 – 2.33].