



**INSTRUCTIONS**

This Acquisition and Transfer Request Form is for the use of holders of Federal Migratory Bird Special Purpose Possession Live (Education), Eagle Exhibition (Live), Rehabilitation, and Native American Eagle Aviary permits, in requesting authorization to acquire live migratory birds from other permittees, or to transfer live migratory birds to possession permittees. (Contact your permit office if your Transfer From/To scenario is not listed below.) This form must be completed and submitted to your [Regional Migratory Bird Permit Office](#), and **it must be approved by the appropriate permit office prior to you receiving or transferring a bird**. Allow at least 30 days from the date the approving permit office receives a complete request.

If this request necessitates amendment of your permit, the completed form will serve as your amendment request. The authorizing Service official will approve or deny the transaction at the bottom of the form and provide a copy to you for your records. If your request is approved, you may take possession or transfer the bird once you receive your copy. (You may also require authorization from your State.) If your request is denied, you may not conduct the requested activity (see 50 CFR 13.29 for reconsideration procedures).

**1. Who completes and signs the Acquisition and Transfer Request form, and where do they submit it?**

For a Transfer From	To	the 3-202-12 is submitted by	to	include (attachments)	Comment
Rehabilitation permit	Rehabilitation permit	No transfer form required	NA	NA	Include in annual report
Rehabilitation permit	Education/Eagle Exhibition permit	Educator/Eagle Exhibitor	Educator's permit office	Veterinarian statement, caging, experience & education information.	Rehabilitator sends veterinarian statement to Education/Eagle Exhibition permittee to submit with their package to their permit office
Rehabilitation permit	Native American Eagle Aviary permit	Eagle Aviary	Eagle Aviary's permit office	Veterinarian statement	Native American Eagle aviaries have priority for nonreleasable eagle acquisition.
Rehabilitation permit	Exempt Institution	Rehabilitator	Rehabilitator's permit office	Veterinarian statement & caging information	Exempt institution sends caging information to Rehabilitator to submit with their package. No institution is exempt from permit requirement for eagles
Rehabilitation permit	Falconry permit	Rehabilitator	Rehabilitator's permit office	Copy of State Falconry permit	Falconry permittee must complete electronic 3-186A
Education permit	Education permit	Both permittees	Their respective permit office	Veterinarian statement, caging, experience & education information.	Sending educator sends vet statement to Receiving educator to submit with their package to their permit office
Raptor propagation permit	Education permit	Educator	Educator's permit office	Caging, experience & education information	Propagator must submit a completed 3-186A.
Exempt Institution	Permitted facility	NA	NA	NA	Transfer of birds from exempt to permitted facilities is prohibited

**2. ATTACHMENTS**

This information is required by your permitting office before your permit can be amended to authorize your acquisition and possession of this bird.

a. Veterinarian's statement -- Must be on letterhead and signed by the veterinarian. Must fully describe the injury, illness or other medical or behavioral condition of the bird, and why it renders the bird non-releasable to the wild. The Service may require an independent evaluation prior to approving transfers of nonreleasable birds. More detailed instructions and a fillable template are available at [Veterinarian Template Letter for Non-Releaseable Migratory Birds](#).

b. Enclosure information -- If you are acquiring a bird, 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.

c. Experience Information -- If you are acquiring a bird that is a new species for you (i.e., your permit does not already authorize possession of individuals of this species), describe your experience handling this species.

d. Educational program -- If you are acquiring a bird that is a new species for you (i.e., your permit does not already authorize possession of individuals of this species), provide a brief outline of the educational program you will deliver regarding this species.

3. The **permittee/principal officer** must sign (in blue ink) and date the form.

4. Mail the completed form and any required attachments to the appropriate Regional Migratory Bird Permit Office indicated in the table above.

## 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 which affect protected species. The information the individual provides helps the FWS monitor and report on protected species and assesses 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), 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: 1 hour 30 minutes  
Original submission - electronic: 1 hour 15 minutes

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](mailto: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].