

**SCIENTIFIC COLLECTING****EXOTIC & NONGAME WILDLIFE SPECIES ONLY****2016 RENEWAL APPLICATION - ANNUAL REPORT**

NO SCIENTIFIC COLLECTING ACTIVITIES ARE ALLOWED IN NEW JERSEY BEFORE YOUR PERMIT APPLICATION HAS BEEN RECEIVED WITH CORRECT PERMIT FEE, YOUR APPLICATION HAS BEEN APPROVED AND A CURRENT YEAR OF ISSUE PERMIT HAS BEEN ISSUED. *ALL NEW JERSEY UNAUTHORIZED SCIENTIFIC COLLECTING ACTIVITIES WILL BE SUBJECT TO PENALTIES, FINES AND/OR POSSIBLE REVOCATION OF YOUR PERMIT.*

A MINIMUM OF FOUR WEEKS IS REQUIRED TO PROCESS A SCIENTIFIC COLLECTING APPLICATION.

ALL APPLICANTS MUST USE THIS APPLICATION. COMPLETE APPLICATION IN FULL - TYPE OR PRINT CLEARLY - ATTACH ADDITIONAL SHEETS IF NECESSARY. IF THIS APPLICATION IS INCOMPLETE, IT WILL BE RETURNED TO YOU. NO PERMIT WILL BE ISSUED UNTIL ALL REQUIRED INFORMATION IS SUBMITTED TO THE WILDLIFE PERMITS UNIT.

ONLY USE THIS RENEWAL IF YOU HAVE BEEN ISSUED A PREVIOUS YEAR PERMIT. IF YOU HAVE NOT BEEN ISSUED A PREVIOUS YEAR PERMIT, YOU MUST COMPLETE AN INITIAL APPLICATION WHICH IS ALSO AVAILABLE ON THE DIVISION'S WEBSITE: [www.njfishandwildlife.com](http://www.njfishandwildlife.com)

**PLEASE CIRCLE ONE:**

RENEW THIS PERMIT

DO NOT RENEW THIS PERMIT

**IMPORTANT NOTE: An Annual Report is required even if you are not renewing. If you are not renewing - DO NOT SUBMIT FEE.**

**SCIENTIFIC COLLECTING PERMIT NUMBER: SC 2015**\_\_\_\_\_

*2015 Permit Number MUST BE SUPPLIED*

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

Street

City

State

Zip Code with Extension

NJ COUNTY \_\_\_\_\_ Fax Number: \_\_\_\_\_

Home Phone: (\_\_\_\_) \_\_\_\_\_ Work Phone: (\_\_\_\_) \_\_\_\_\_

E-mail Address: \_\_\_\_\_

**\*\*\*REQUIRED\*\*\***

**\*\*\*Your 2016 Scientific Collecting Permit and accompanying information will now be emailed to you when processed. The Wildlife Permits Unit will no longer mail you a hard copy of your permit, so please be sure that your email address is correct.\*\*\***

SCHOOL OR INSTITUTION NAME \_\_\_\_\_

(If applicable)

SCHOOL OR INSTITUTION ADDRESS \_\_\_\_\_

MUST BE PROVIDED

Street

City

State

Zip Code with Extension

Phone: (\_\_\_\_) \_\_\_\_\_ Fax Number: \_\_\_\_\_

Website Address (if applicable): \_\_\_\_\_

***DO NOT SUBMIT THIS RENEWAL APPLICATION FOR ANY SPECIES OTHER THAN EXOTIC AND NONGAME SPECIES (DO NOT include game species, freshwater fish, marine fish and/or shellfish). CONTACT THE CORRECT SECTION WITHIN THE DIVISION FOR ALL OTHER PROPOSED SCIENTIFIC COLLECTING ACTIVITIES.***

***Submission of this renewal application does not indicate approval - No collection activities are authorized until the renewal is received and the permit is issued***

In an effort to minimize disturbance during your and your subpermittees activities in the field, the Wildlife Permits Unit is delineating additional requirements as part of the conditions of your collecting permit. These conditions will help Division Law Enforcement personnel and other regulatory agencies to distinguish between permittees and non-permittees, thus allowing them to concentrate their efforts on illegal collecting activities. These conditions will be/amended to your permit. Additional requirements and reiterations of established conditions are as follows:

1. Applications for Scientific Collecting permits **MUST** include the following:

- A. Purpose of study;
- B. Thorough description and explanation of project;
- C. All study sites are to be defined accurately including maps;
- D. All techniques, materials and collection methods are to be thoroughly described and referenced (if applicable);
- E. Justification for permit approval must be thoroughly defined and explained in writing, i.e.: how necessary

is the research, what is the aim of the researcher, what physical impact might the study have on the site and its wildlife, and most importantly, what the value of the study is relative to the conservation and management of the wildlife being collected or manipulated, especially in the case of self-initiated studies and endangered or threatened species work.

2. A written work plan schedule must be submitted with each application for each permit. This schedule should include activities of subpermittees authorized on permit, license plate numbers of all vehicles expected to be used by permittees and subpermittees, and a listing of dates and locations of research activities. These must be sent to the Wildlife Permits Unit, Exotic and Nongame Wildlife Permit Section. If there is any deviation from this schedule, the master permittee must inform in writing, the Wildlife Permits Unit, Exotic and Nongame Wildlife Permit Section **PRIOR** to any Scientific Collecting activities. A subpermittee **WILL** be allowed to work on a site in the absence of the master permittee, **only if the date and location of the collecting activity has been previously reported in writing to the Wildlife Permits Unit, Exotic and Nongame Wildlife Permit Section. Failure to adhere to any of these conditions could result in fines, penalties and/or possible revocation of your permit/permits.**

3. Applications for any permit **MUST** include exact descriptions and maps of area(s) where the applicant and subpermittees will be conducting collecting activities. Entrance to any land must be with the prior permission of the landowner or managing governmental agencies. Every effort must be made to preserve natural habitats during research and collecting activities.

4. Any type of traps utilized for Scientific Collecting must be tagged with the current Scientific Collecting Permit number as well as a contact name and telephone number. Traps that have not been authorized on a current permit may not be used in collecting activities.

5. If radio-telemetry equipment will be used in your study, the Wildlife Permits Unit must be notified in writing prior to the start of the study so the study and transmitter frequencies can be approved by the Endangered and Nongame Species Program.

6. A copy of your current Scientific Collecting Permit and a copy of the General Conditions for Scientific Collecting permits must be carried by the permittee and all listed subpermittees while in the field and shown upon request while engaged in collection activities. All specific and general conditions must be strictly adhered to.

7. When permittees and subpermittees are in the field, unauthorized persons **SHOULD NOT** be included in their collecting and research activities. Unauthorized people may not take or attempt to take wildlife or participate in collecting activities. The presence of on-lookers, including students, is strongly discouraged. Only permittees authorized for each specific site should be present during times of permitted activity. If unauthorized persons are found to be involved in collecting activities, they are subject to penalty or fine and the permittee is subject to penalty/fine and possible revocation of permit.

8. There can be **NO** variations in activities/subpermittees/locations/conditions, etc. authorized on each permit. Any new sites, activities, subpermittees, conditions, etc. must be requested **IN WRITING**. The request for an amendment will be thoroughly reviewed to determine if an amended permit will be issued. **If an amendment is requested after an Exotic & Nongame permit is issued for the current year of issue, a \$5.00 amendment-processing fee will be required, per amendment. A two-week notification is required, in writing, prior to any amendment. Submission of a request for an amendment does not necessarily indicate Wildlife Permits Unit approval.**

9. Any sightings of New Jersey Endangered, Threatened, or Special Concern Wildlife must be reported to the Division of Fish and Wildlife, Endangered & Nongame Species Program. Rare Wildlife Sighting Report Forms and instructions are available on the New Jersey Division of Fish and Wildlife website: <http://www.njfishandwildlife.com/ensp/rprtform.htm>.

10. The collection of New Jersey State Endangered and Threatened Species is **STRICTLY PROHIBITED** unless otherwise authorized in writing from the New Jersey Division of Fish and Wildlife, Wildlife Permits Unit, Exotic and Nongame Wildlife Section and the Endangered and Nongame Species Program

11. "Holding" of collected regulated wildlife is defined as having specimens in physical possession for less than twenty-four (24) hours (unless otherwise authorized), as a result of collecting for the purpose of transporting specimens to named lab locations, which must be specified in the permit application. No specimens may be held or transported to a lab unless authorized by the permit. No specimens may be collected or transported from a site that is not indicated on the permit. Specimens may not go to a facility other than those listed. Prior written approval must be obtained from the Wildlife Permits Unit for "Holding" collected regulated wildlife for more than twenty-four hours (unless otherwise authorized). An additional SCIENTIFIC HOLDING nongame possession permit would also be required. If the regulated wildlife is on the current New Jersey Endangered Species list, an additional ENDANGERED SPECIES possession permit is also required

12. Any observation of illegal collecting should be reported immediately to the appropriate Law Enforcement Office (see below) with as much relevant information (license plate numbers, etc.) as possible.

13. Final reports for projects described in each permit **MUST** be submitted to the New Jersey Division of Fish & Wildlife, Wildlife Permits Unit by January 31 for the preceding calendar year ending December 31. These reports should include purpose of study, methods and materials used, data collected, maps of sightings, dates, locations, and results, etc.

**NEW JERSEY DIVISION OF FISH AND WILDLIFE BUREAU OF LAW ENFORCEMENT**

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<b>NORTHERN REGION OFFICE</b>	<b>PHONE: (908) 735-8240</b>
26 RT 173 West	<b>FAX: 1-908-735-5689</b>
Hampton NJ 08827	
<i>Bergen, Essex, Hudson, Hunterdon, Morris, Passaic, Somerset, Sussex, Union and Warren counties</i>	
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<b>CENTRAL REGION OFFICE</b>	<b>PHONE: (609) 259-2120</b>
1 Eldridge Road	<b>FAX: 1-609-259-7479</b>
Robbinsville NJ 08691	
<i>Burlington, Mercer, Middlesex, Monmouth and Ocean counties</i>	
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<b>SOUTHERN REGION OFFICE</b>	<b>PHONE: (856) 629-0555</b>
220 Blue Anchor Road	<b>FAX: 1-856-629-5044</b>
Sicklerville, NJ 08081	
<i>Atlantic, Camden, Cape May, Cumberland, Gloucester and Salem counties</i>	
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**AN AMENDMENT REQUIRES A MINIMUM OF TWO WEEKS TO PROCESS (IF APPROVED). AMENDMENT REQUESTS MUST BE RECEIVED IN WRITING. A \$5.00 AMENDMENT FEE (PER AMENDMENT) IS REQUIRED PRIOR TO ANY CHANGES ON YOUR PERMIT.**

***PLEASE ATTACH COPIES OF CURRENT, APPLICABLE  
PERMITS INCLUDING STATE & FEDERAL USDA, U.S.  
FISH & WILDLIFE SERVICE, ETC.***

**IF YOUR FEDERAL PERMIT HAS EXPIRED, ARE YOU ATTEMPTING TO RENEW YOUR FEDERAL PERMIT? PLEASE CIRCLE ONE:**                      **YES**                      **NO**

**PREVIOUS YEAR ACTIVITY (2015)** - DESCRIBE IN DETAIL YOUR SCIENTIFIC COLLECTING ACTIVITIES INCLUDING DETAILED INFORMATION ON SPECIMENS COLLECTED. *THIS INFORMATION MUST BE SUBMITTED WITH YOUR RENEWAL APPLICATION OR YOUR PERMIT WILL NOT BE RENEWED AND YOU MAY BE SUBJECT TO PENALTY OR FINE. YOU MUST SUBMIT THIS INFORMATION EVEN IF YOU DO NOT WISH TO RENEW YOUR PERMIT.*

Include Total number of Individuals of each Species collected and disposition of collected specimens. Describe exact collection locations for each individual (include maps). *If radio telemetry equipment was used in the study, please provide transmitter frequencies and all data. If specimens are no longer being collected but some are still in the field with active transmitters, frequency numbers, approximate locations and estimated time of failure must be included.*

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*(Add additional sheets as necessary)*

**\*\*\*The Wildlife Permits Unit can not and will not authorize Radio Telemetry work or collecting activities involving Endangered and Threatened Species. The authorization must come through the New Jersey Division of Fish and Wildlife's Endangered and Nongame Species Program. This will lengthen the approval process of your application. For further information about radio telemetry contact the Endangered and Nongame Species Program at (609) 292-9400.\*\*\***

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**CONSERVATION VALUE** - Describe in detail how the Scientific Collecting activity will contribute to the conservation of the anticipated collection of species and/or their habitats?

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**SPECIES AND NUMBERS TO BE COLLECTED** - Indicate species, include **common name**, scientific name and total number anticipated to be collected for the study. Accurate estimates required.

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**COLLECTION TECHNIQUES, EQUIPMENT TO BE USED, ETC.** Include references from literature. If radio-telemetry equipment will be used, describe equipment in detail and specify the anticipated transmitter frequencies to be used. If radio telemetry specimens will remain "in the field" with active transmitters - frequency numbers, approximate locations and estimated time of transmission failure must be included. *(Important note: use of radio-telemetry equipment is strictly regulated by the Division of Fish and Wildlife and must be approved by the Division prior to any activities.)*

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**COLLECTION LOCATION(S)** - Describe the exact location/locations (including street names, cities, counties, landmarks, etc.) where the collection activity will occur. Be specific. Include maps if applicable. ***It is your responsibility to obtain prior written permission from the land owner/owners or managing governmental agencies; to notify them of your intended activities and obtain permission from the property owner(s)/manager(s) to be on-site.***

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**COLLECTION DATES** - Define the anticipated dates of Scientific Collection activities.

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**DISPOSITION OF SPECIMENS** - Describe the anticipated sites regulated wildlife will be released back into the wild and/or the name and address of facility where specimens will be deposited.

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**LIST NAME, COMPLETE HOME and WORK ADDRESS and HOME and WORK TELEPHONE NUMBERS OF ALL SUBPERMITTEES. ALL SUBPERMITTEES MUST BE LISTED ON YOUR CURRENT, CORRESPONDING FEDERAL PERMIT/PERMITS [IF APPLICABLE].**

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SCIENTIFIC COLLECTING ACTIVITIES ARE STRICTLY PROHIBITED  
UNTIL CURRENT NEW JERSEY STATE AND FEDERAL PERMITS  
(IF APPLICABLE) HAVE BEEN ISSUED

Additional permits are required to salvage regulated nongame wildlife and nongame migratory birds.  
For more information contact the Wildlife Permits Unit.

**RENEWAL DUE DATE: JANUARY 31**  
**OF CURRENT YEAR OF ISSUE**  
**FEE: \$22.00 Per PERMIT**

**SUBMIT CHECK OR MONEY ORDER ONLY**

**(CHECK OR MONEY ORDER MUST HAVE COMPLETE NAME AND MAILING ADDRESS OF**  
**APPLICANT)**

**Make payable to: NJ Division of Fish and Wildlife**

I hereby affirm that I have read this application and agree to abide by all New Jersey Exotic and Nongame regulations. I hereby affirm that the information provided by me and/or my company on this application is true to the best of my knowledge. I understand that any false representation by the applicant or a permittee who knows or reasonably should know that the representation is false, and who has submitted the representation to induce the Department to issue a permit or take any other action, shall subject the applicant or permittee to all penalties available under State law, including revocation of any permit obtained based upon false information. All permits issued are valid only when used by the permittee in accordance with the terms and conditions of the permit and the regulations governing that permit. I have read these conditions and by signing and dating this application, I acknowledge and agree to all of the permit stipulations and regulations.

OWNER NAME \_\_\_\_\_  
*Please Print*

OWNER SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
*MUST BE PROVIDED*

Return Renewal Application with fee to:



**DIVISION OF FISH AND WILDLIFE**  
**WILDLIFE PERMITS UNIT**  
**Exotic & Nongame Wildlife Permits**  
**26 Route 173 West**  
**Hampton NJ 08827**

**PHONE: (908) 735-5450 - FAX: 908-735-5689**  
**E-mail Address: EXOTICPERMITS@dep.nj.gov**  
**www.njfishandwildlife.com**

**\*\*\*\*Your 2016 Scientific Collecting Permit and accompanying information will now be emailed to you when processed. The Wildlife Permits Unit will no longer mail you a hard copy of your permit, so please be sure that your email address is correct on Page 1.\*\*\*\***