



DIVISION OF FISH AND WILDLIFE
WILDLIFE PERMITS UNIT
Exotic & Nongame Wildlife Permits
1 Eldridge Rd
Robbinsville, NJ 08691-3476
PHONE: (609) 984-6213 - FAX: 609-984-1414

E-mail Address: EXOTICPERMITS@dep.nj.gov
www.njfishandwildlife.com

**SCIENTIFIC COLLECTING PERMITS FOR EXOTIC & NONGAME ONLY.
DO NOT SUBMIT THIS APPLICATION FOR ANY OTHER SPECIES (including freshwater fish, marine fish and shellfish).**

CONTACT THE CORRECT SECTION WITHIN THE DIVISION FOR ALL OTHER PROPOSED SCIENTIFIC COLLECTING ACTIVITIES

IMPORTANT NOTE: SUBMISSION OF THIS APPLICATION DOES NOT INDICATE APPROVAL - NO COLLECTION ACTIVITIES ARE AUTHORIZED UNTIL THE APPLICATION 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/are 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 and Threatened Wildlife must be reported to the Division of Fish and Wildlife. Endangered and Threatened Wildlife Sighting Report Forms are available on the New Jersey Division of Fish and Wildlife web site: www.njfishandwildlife.com
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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NORTHERN REGION OFFICE
26 RT 173 West
Hampton NJ 08827

PHONE: (908) 735-8240
FAX: 1-908-735-5689

Bergen, Essex, Hudson, Hunterdon, Morris, Passaic, Somerset, Sussex, Union and Warren counties

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CENTRAL REGION OFFICE
1 Eldridge Road
Robbinsville NJ 08691

PHONE: (609) 259-2120
FAX: 1-609-259-7479

Burlington, Mercer, Middlesex, Monmouth and Ocean counties

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SOUTHERN REGION OFFICE
220 Blue Anchor Road
Sicklerville, NJ 08081

PHONE: (856) 629-0555
FAX: 1-856-629-5044

Atlantic, Camden, Cape May, Cumberland, Gloucester and Salem counties

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SCIENTIFIC COLLECTING APPLICATION

EXOTIC & NONGAME WILDLIFE SPECIES ONLY

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. 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.

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 OFFICE OF PERMIT MANAGEMENT.

NAME _____

ADDRESS _____
Street

City _____ State _____ Zip Code with Extension _____

NJ COUNTY _____ Fax Number: _____

Home Phone: (_____) _____ Work Phone: (_____) _____

E-mail Address: _____
******REQUIRED******

******Your Scientific Collecting Permit and accompanying information will 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.******

Website Address (if applicable): _____

SCHOOL OR INSTITUTION NAME _____
(If applicable)

SCHOOL OR INSTITUTION ADDRESS _____
MUST BE PROVIDED Street

City _____ State _____ Zip Code with Extension _____

Phone: (_____) _____ Fax Number: _____

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

IT IS YOUR RESPONSIBILITY TO OBTAIN A VALID AND UPDATED FEDERAL PERMIT WHEN DEALING WITH MIGRATORY BIRDS. A NJ STATE PERMIT FOR ANY ACTIVITY CONCERNING MIGRATORY BIRDS MUST BE ISSUED WITH A CURRENT CORRESPONDING FEDERAL PERMIT. ATTACH A PHOTOCOPY OF ANY CURRENT RELEVANT FEDERAL PERMITS YOU POSSESS OR LIST THE FEDERAL PERMITS YOU HAVE APPLIED FOR. PLEASE CONTACT THE FEDERAL OFFICE FOR MORE INFORMATION: US FISH & WILDLIFE SERVICE, Migratory Bird Permit Office, PO Box 779, Hadley, MA 01035-0779. Phone: (413) 253-8643.

PROPOSED SCIENTIFIC COLLECTING ACTIVITY –

DESCRIBE IN DETAIL YOUR PROPOSED SCIENTIFIC COLLECTING ACTIVITY/ACTIVITIES INCLUDING DETAILED INFORMATION ON EXOTIC AND NONGAME WILDLIFE SPECIMENS TO BE COLLECTED. *THIS INFORMATION MUST BE SUBMITTED WITH YOUR APPLICATION OR YOUR PERMIT WILL NOT BE ISSUED. NO COLLECTION ACTIVITIES ARE AUTHORIZED UNTIL YOUR APPLICATION HAS BEEN RECEIVED, APPROVED AND ISSUED.*

DESCRIBE THE PURPOSE, NEED AND JUSTIFICATION FOR THE PROPOSED COLLECTION OF REGULATED WILDLIFE. Be specific and indicate any anticipated mark/release activities.

*****The Wildlife Permits Unit can not and will not authorize radio telemetry work. 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*****

LIST CREDENTIALS - Professional title, name and professional function of agency/agencies which applicant represents.

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?

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

PROPOSED COLLECTION TECHNIQUES, EQUIPMENT TO BE USED, ETC. Include references from literature. If radio-telemetry equipment use is proposed, describe equipment in detail and specify the anticipated transmitter frequencies to be used. If proposed 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*).

PROPOSED COLLECTION LOCATION/LOCATIONS - 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 landowner/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.***

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

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.

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].

**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.

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 the information on this form 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.

SIGNATURE _____ DATE _____

Prior to mailing, please scan and email your application and accompanying information back to EXOTICPERMITS@dep.nj.gov. Please include a copy of the check that will be mailed with your application.

After Emailing - Return Application with fee to:



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E-mail Address: EXOTICPERMITS@dep.nj.gov
www.njfishandwildlife.com

*****Your 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 the first page of this application.*****

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