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Management and Budget, Paperwork Reduction Project (1018–0092), Washington, DC 20603.

[63 FR 52634, Oct. 1, 1998]

Subpart B—Application for Permits

§ 13.11 Application procedures.

The Service may not issue a permit for any activity authorized by this subchapter B unless the applicant has filed an application in accordance with the following procedures. Applicants do not have to submit a separate application for each permit unless otherwise required by this subchapter.

(a) Forms. Applications must be submitted in writing on a Federal Fish and Wildlife License/Permit Application (Form 3–200) or as otherwise specifically directed by the Service.

(b) Forwarding instructions. Applications for permits in the following categories should be forwarded to the issuing office indicated below.

(1) Migratory bird banding permits (50 CFR 21.22)—Bird Banding Laboratory, Office of Migratory Bird Management, U.S. Fish and Wildlife Service, Laurel, Maryland 20708. (Special application forms must be used for bird banding permits. They may be obtained by writing to the Bird Banding Laboratory).

(2) Exception to designated port (50 CFR part 14), import/export license (50 CFR 14.93), migratory bird permit, other than banding (50 CFR part 21) and Bald or Golden eagle permits (50 CFR part 22)—Assistant Regional Director for Law Enforcement of District in which the applicant resides (see 50 CFR 10.22 for addresses and boundaries of the Law Enforcement Districts).

(3) Feather quota (50 CFR part 15), injurious wildlife (50 CFR part 16), endangered and threatened species (50 CFR part 17), marine mammal (50 CFR part 18) and permits and certificates for the Convention on International Trade in Endangered Species (CITES) (50 CFR part 23)—U.S. Fish and Wildlife Service, Federal Wildlife Permit Office, P.O. Box 3654, Arlington, Virginia 22203.

(c) Time notice. The Service will process all applications as quickly as possible. However, it cannot guarantee final action within the time limits the

applicant requests. Applicants for endangered species and marine mammal permits should submit applications to the Office of Management Authority which are postmarked at least 90 calendar days prior to the requested effective date. Applicants for all other permits should submit applications to the issuing office which are postmarked at least 60 days prior to the requested effective date.

(d) Fees. (1) Unless otherwise exempted by this paragraph, applicants for issuance or renewal of permits must pay the required permit processing fee at the time of application. Applicants should pay fees by check or money order made payable to “U.S. Fish and Wildlife Service.” The Service will not refund any application fee under any circumstances if the Service has processed the application. However, the Service may return the application fee if the applicant withdraws the application before the Service has significantly processed it.

(2) Except as provided in paragraph (d)(4) of this section the fee for processing any application is \$25.00. If regulations in this subchapter require more than one type of permit for an activity, and the permits are issued by the same office, the issuing office may issue one consolidated permit authorizing the activity. The issuing office may charge only the highest single fee for the activity permitted.

(3) A fee shall not be charged to any Federal, State or local government agency, nor to any individual or institution under contract to such agency for the proposed activities. The fee may be waived or reduced for public institutions (see 50 CFR 10.12). Proof of such status must accompany the application.

(4) Nonstandard fees.

| Type of permit                                  | Fee    |
|---|--------|
| Import/Export License (Section 14.93) .....     | \$50.  |
| Marine Mammal (Section 18.31) .....             | \$100. |
| Migratory Bird-Banding or Marking (21.22) ..... | None.  |
| Bald or Golden Eagles (Part 22) .....           | None.  |

(e) Abandoned or incomplete applications. Upon receipt of an incomplete or improperly executed application, or if the applicant does not submit the proper fees, the issuing office will notify the applicant of the deficiency. If the

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applicant fails to supply the correct information to complete the application or to pay the required fees within 45 calendar days of the date of notification, the Service will consider the application abandoned. The Service will not refund any fees for an abandoned application.

[47 FR 30785, July 15, 1982, as amended at 50 FR 52889, Dec. 26, 1985; 54 FR 4031, Jan. 27, 1989; 54 FR 38147, Sept. 14, 1989; 61 FR 31868, June 21, 1996]

**§ 13.12 General information requirements on applications for permits.**

(a) General information required for all applications. All applications must contain the following information:

(1) Applicant's full name, mailing address, telephone number(s), and,

(i) If the applicant is an individual, the date of birth, height, weight, hair color, eye color, sex, and any business or institutional affiliation of the applicant related to the requested permitted activity; or

(ii) If the applicant is a corporation, firm, partnership, association, institution, or public or private agency, the name and address of the president or principal officer and of the registered agent for the service of process;

(2) Location where the requested permitted activity is to occur or be conducted;

(3) Reference to the part(s) and section(s) of this subchapter B as listed in paragraph (b) of this section under which the application is made for a permit or permits, together with any additional justification, including supporting documentation as required by the referenced part(s) and section(s);

(4) If the requested permitted activity involves the import or re-export of wildlife or plants from or to any foreign country, and the country of origin, or the country of export or re-export restricts the taking, possession, transportation, exportation, or sale of wildlife or plants, documentation as indicated in § 14.52(c) of this subchapter B;

(5) Certification in the following language:

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 sub-

chapter B of chapter I of title 50, Code of Federal Regulations, and I further 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 suspension or revocation of this permit and to the criminal penalties of 18 U.S.C. 1001.

(6) Desired effective date of permit except where issuance date is fixed by the part under which the permit is issued;

(7) Date;

(8) Signature of the applicant; and

(9) Such other information as the Director determines relevant to the processing of the application.

(b) *Additional information required on permit applications.* As stated in paragraph (a)(3) of this section certain additional information is required on all applications. These additional requirements may be found by referring to the section of this subchapter B cited after the type of permit for which application is being made:

| Type of permit   | Section  |
|--|----------|
| Importation at nondesignated ports:  |          |
| Scientific .....   | 14.31    |
| Deterioration prevention .....   | 14.32    |
| Economic hardship .....  | 14.33    |
| Marking of package or container:   |          |
| Symbol marking .....   | 14.83    |
| Import/export license .....  | 14.93    |
| Feather import quota: Importation or entry .....   | 15.21    |
| Injurious wildlife: Importation or shipment .....  | 16.22    |
| Endangered wildlife and plant permits:   |          |
| Similarity of appearance .....   | 17.52    |
| Scientific, enhancement of propagation or survival, incidental taking for wildlife ..... | 17.22    |
| Scientific, propagation, or survival for plants .....                                    | 17.62    |
| Economic hardship for wildlife .....   | 17.23    |
| Economic hardship for plants .....   | 17.63    |
| Threatened wildlife and plant permits:   |          |
| Similarity of appearance .....   | 17.52    |
| General for wildlife .....   | 17.32    |
| American alligator-buyer or tanner .....   | 17.42(a) |
| General for plants .....   | 17.72    |
| Marine mammals permits:  |          |
| Scientific research .....  | 18.31    |
| Public display .....   | 18.31    |
| Migratory bird permits:  |          |
| Banding or marking .....   | 21.22    |
| Scientific collecting .....  | 21.23    |
| Taxidermist .....  | 21.24    |
| Waterfowl sale and disposal .....  | 21.25    |
| Special aviculturist .....   | 21.26    |
| Special purpose .....  | 21.27    |
| Falconry .....   | 21.28    |
| Raptor propagation permit .....  | 21.30    |
| Depredation control .....  | 21.41    |
| Eagle permits:   |          |
| Scientific or exhibition .....   | 22.21    |
| Indian religious use .....   | 22.22    |
| Depredation control .....  | 22.23    |
| Falconry purposes .....  | 22.24    |