

## PERMITS

Enclosed please find the application forms for the following permits as required by the Illinois Department of Natural Resources or the Illinois Nature Preserves Commission:

- **Scientific Permit**

This permit is required for any project that involves the following:

Research: The handling or collection of live fish and wildlife for educational or research purposes.

Salvage: The collection of dead or crippled fish or wildlife for educational or research purposes.

- **Permit for Research in Illinois State Parks, Forests and Conservation Areas**

This permit is required for any project to be undertaken in any of Illinois' State Parks, Forests or Conservation Areas.

- **Permit for Possession of Endangered or Threatened Species**

This permit is required for any project that will involve the possession of endangered or threatened species.

- **Nature Preserve Special Use Permit**

This permit is required for any project that involves collection or research on a dedicated Nature Preserve or a registered Land and Water Reserve.

# SCIENTIFIC COLLECTING PERMIT GENERAL INSTRUCTIONS

Read these instructions carefully and complete all the information requested on the form. Attach additional items as requested.

- ▶ **Personal Information:** Provide all information requested.
- ▶ **Type of Permit Requested:** A research permit covers projects that handle or collect live fish and wildlife. Salvage permits cover the collection of dead or crippled fish or wildlife for educational or research purposes.
- ▶ **Applicant's Qualifications:** (1) You may attach a resume which contains, at a minimum, your educational background, current position and previous experience relative to the project in place of completing the Qualifications Specific to the Project. (2) Provide specific qualifications (for example, 12 years of research experience on mussels) related to the proposed project.
- ▶ **Individuals Working Under Direction of Applicant:** Provide a list of individuals that will be working under direct supervision of the applicant. In some cases, each individual may be required to obtain a permit.
- ▶ **U.S. Fish and Wildlife Service Permits:** Provide a list of permits that you hold or will apply for which are relevant to this project. To obtain a U.S. Fish and Wildlife Permit, write or call the U.S. Fish and Wildlife Service, Migratory Bird Permit Office, Bishop Henry Whipple Federal Building, 1 Federal Drive, Ft. Snelling, MN 55111-4056; Phone: 612/713-5436.
- ▶ **Description of Project:** (1) You must attach a copy of the project proposal including scope, objectives, justification and method in place of completing the Description of Project Section. (2) Methods that sample or collect fish or wildlife must be specifically outlined. (3) Fauna to be sampled, handled or collected must be identified along with the type of investigation (e.g., banded, live-trapped, electroshocked) to be conducted on that fauna. (4) If an endangered or threatened species is involve, you must justify why the project must use the species. (5) If live specimens are to be collected, justify why this collecting needs to take place. (6) The disposition of all collected or salvaged specimens must be specified. If the specimens are to be in a museum collection, the collection must be identified.
- ▶ **Location of Project:** (1) If your project is located on a dedicated Illinois Nature Preserve, you must contact the Illinois Nature Preserve Commission, One Natural Resources Way, Springfield, IL 62701-1271; Phone: 217/785-8686. (2) If your project is located on a site owned or managed by the Illinois Department of Natural Resources, you must obtain approval of the site superintendent and the Division of Resource Protection and Stewardship, One Natural Resources Way, Springfield, IL 62702-1271; Phone: 217/785-8774.
- ▶ **Return application to:** Illinois Department of Natural Resources  
ORC - Scientific Collecting Permits



One Natural Resources Way  
Springfield, IL 62702-1271

**NOTE:** Please allow two weeks for your permit to be processed. Thank You.

# Illinois Department of Natural Resources Scientific Permit Application

*Please Type or Print*

### Personal Information

Name of Applicant: \_\_\_\_\_ Birthdate: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Organization: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Daytime Telephone Number: (\_\_\_\_) \_\_\_\_\_ Fax Number: (\_\_\_\_) \_\_\_\_\_

**Type of Permit Requested:**  Research  Salvage E-Mail Address: \_\_\_\_\_

### Applicant's Qualifications: *(You may attach resume)*

Qualifications Specific to the Project: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Individuals Working Under Direction of Applicant

Name	Address	Birthdate
_____	_____	____ / ____ / ____
_____	_____	____ / ____ / ____
_____	_____	____ / ____ / ____
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**U.S. Fish and Wildlife Service Permits**

Master Permittee	Permit Type	Permit Number

**Description of Project: (You may attach project proposal)**

Title of Project: \_\_\_\_\_

Duration of Project: \_\_\_\_\_

Organization Sponsoring the Project: \_\_\_\_\_

Funding Source: \_\_\_\_\_

Description of Monitoring, Sampling or Collecting Procedures: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Specific Flora, Fauna or Material to be Monitored, Sampled or Collected**

Species, Family, Order, etc.	Type of Investigation	Number of Specimens



Address, General Location and County(ies): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**I hereby certify that all statements made on the application are correct to the best of my knowledge.**

Signature of Applicant: \_\_\_\_\_ Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**APPLICATION AND PERMIT FOR RESEARCH  
IN ILLINOIS STATE PARKS, FISH & WILDLIFE, FORESTS, CONSERVATION  
AND RECREATION AREAS**

Provide information to extent known and pertinent. Use extra sheet if necessary.

**Applicant**

Name, Position, Address and Phone Number

General Field of Interest, Professional  
Qualifications and Institutional Affiliation

**Proposed Visits and Activities**

General Description of Activities (*Including Number in Party and Use of Equipment in State Facility*)

Objective of Project (*Attach a Copy of Project Plan*)

Methods and Procedures

Records To Be Kept

**Collecting (Including Capture & Release)**

Species or Material

Number of Specimens

Disposition of Specimens

Methods of Collecting

Other Disturbances To Be Made

Other Pertinent Information (*List All Collecting or Banding Permits Held*)

Submit Application To      Illinois Department of Natural Resources  
   Division of Habitat Resources  
   One Natural Resources Way  
   Springfield Il 62702-1271

Applicant's Signature

Date





**CERTIFICATION**

1. Pursuant to 5 ILCS 100/10-65(c), IDNR must require license applicants to certify as follows:  
“I hereby certify, under penalty of perjury,” that: (please check one)

\_\_\_\_\_ I am not subject to a child support order.

\_\_\_\_\_ I am not more than 30 days delinquent in complying with a child support order.

\_\_\_\_\_ I am more than 30 days delinquent in complying with a child support order.

Disclosure of applicant’s Social Security Number is mandatory pursuant to 42 U.S.C. 666(a)(13) and 5 ILCS 100/10-65 for use under the State’s child support enforcement program.

Applicant Name: \_\_\_\_\_ Social Security #: \_\_\_\_\_

2. **“Upon issuance of an endangered species possession permit, I hereby acknowledge that all collections of Federal and State listed species will be reported to the Endangered Species Program Manager (IDNR-Resource Protection and Stewardship) within 10 days of collection.”**
3. “I hereby certify that the information contained herein is true and accurate to the best of my knowledge.”

Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

There is no fee required for a permit. Please allow up to 60 days for review and issuance of a permit.

Please return the completed application to:   Endangered Species Program Manager  
  Illinois Department of Natural Resources  
  Division of Habitat Resources  
  One Natural Resources Way  
  Springfield, IL 62702-1271

**THIS IS NOT A PERMIT**



**ILLINOIS NATURE PRESERVES COMMISSION  
APPLICATION FOR SPECIAL-USE PERMIT**

NAME: \_\_\_\_\_

POSITION: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_ E-MAIL ADDRESS: \_\_\_\_\_

~~GENERAL FIELD OF INTEREST, PROFESSIONAL QUALIFICATIONS AND INSTITUTIONAL AFFILIATION:~~

**PROPOSED VISITS AND ACTIVITIES**

NAME OF PRESERVE(S) AND COUNTY:

FREQUENCY AND LENGTH OF VISIT:

DURATION OF PROJECT (WITH DATES):

GENERAL DESCRIPTION OF ACTIVITIES (INCLUDE NUMBER IN PARTY AND USE OF EQUIPMENT IN PRESERVE):

OBJECTIVE OF PROJECT:

METHODS AND PROCEDURES:

~~RECORDS TO BE KEPT:~~

**COLLECTING (INCLUDING CAPTURE AND RELEASE)**

SPECIES OR MATERIAL:

NUMBER OF SPECIMENS:

DISPOSITION OF SPECIMENS:

METHODS OF COLLECTING:

OTHER DISTURBANCES TO BE MADE:

OTHER PERTINENT INFORMATION(LIST ALL PERMITS HELD):

BY MY SIGNATURE, I CERTIFY THAT I HAVE READ AND UNDERSTAND THE PERMIT REQUIREMENTS ON THE BACK OF THIS APPLICATION AND THAT THE ABOVE SUPPLIED INFORMATION IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE.

X \_\_\_\_\_ DATE: \_\_\_\_\_

Dear Permit Applicant:

Please read the information below prior to submission of your application. When completing the application form on the reverse, be sure to fill in a response to all fields on the form.

**The holder of a special use permit is subject to the Rules for Management of Illinois Nature Preserves and to the Rules for Public Use of Illinois Nature Preserves.**

Collecting activities that are allowed in a preserve include:

1. Collecting that is provided for in the master plan.
2. Collecting, under permit, of voucher specimens of species not already recorded as occurring on a nature preserve provided specimens are deposited in a permanent institutional collection in Illinois and are available to research workers.
3. Collecting, under permit, for a research project which will significantly contribute to knowledge of the nature preserve, provided the specimens taken are limited in numbers and are of species represented by large populations with high reproductive potential.

Permits for collecting and research may be denied if the vegetation of the nature preserve is well known, no methodology is presented, no need statement for the study is presented, or the planned activity will cause unacceptable impacts to preserve resources. Likewise, a permit may be denied due to related ongoing ecological investigations.

A person who wishes to collect for scientific purposes any fauna protected by the wildlife code or fish code is also required to secure from the Department of Natural Resources a scientific collecting permit. An endangered species permit, obtained from the Department of Natural Resources, is required for collecting any endangered or threatened species.

All applications must specify the name of the preserve and county the site is located in. The Nature Preserves Commission will not issue statewide or county wide permits.

**Permit holders must obtain the owner's permission and signature on the permit prior to beginning research.** Landowners retain the right to deny a researcher access to a preserve for research. Landowning agencies such as Forest Preserve, Conservation and Park Districts may also require a permit through their agency. Please check directly with such landowners to determine if they will require a permit. Contact the Illinois Nature Preserves Commission at the number below if landowner contact information is needed.

Permits will be valid for a maximum period of one year and will expire on 31 December. Within 30 days of expiration, permit holders shall submit an annual report to the Department of Natural Resources and the Commission including the following information:

1. Names of preserves visited and dates of visits.
2. Number of specimens and species collected by date and preserve.
3. Disposition of specimens.
4. Types, dates and locations of disturbances made on preserves.

Permits may be renewed upon submission of a report and the original permit to the address below. Failure to submit an annual report will result in denial of renewal of the permit for future years and denial of additional special-use permits.

Permit holders shall provide the Department of Natural Resources and the Commission copies of all reports and reprints of publications derived from the research allowed under this permit.

**PERMITS MAY BE SUBMITTED BY MAIL, FAX OR E-MAIL TO:**

MAIL: Kelly L. Neal  
Stewardship Project Manager  
Illinois Nature Preserves Commission  
One Natural Resources Way  
Springfield, IL 62702-1271

FAX: 217/785-2438

E-MAIL: kneal@dnrmail.state.il.us

PHONE: 217/785-8686

**PLEASE ALLOW A MINIMUM OF 30 DAYS FOR REVIEW!**