



**U.S. FISH & WILDLIFE SERVICE - MIGRATORY BIRD PERMIT OFFICE**

(See attached addresses)

Office Use Only  
 Date Completed Report  
 rec'd in Regional Office  
 \_\_\_\_/\_\_\_\_/\_\_\_\_  
 Initials: \_\_\_\_\_

**SCIENTIFIC COLLECTING - ANNUAL REPORT**

PERMITTEE: \_\_\_\_\_ PERMIT NUMBER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ REPORT FOR CALENDAR YEAR: \_\_\_\_\_

REPORT DUE DATE: \_\_\_\_\_

\_\_\_\_\_  
City State Zip Code

Check here if reporting a change of name, address, or contact information PHONE: \_\_\_\_\_ Email: \_\_\_\_\_

**INSTRUCTIONS:** Type or print the information requested below for all birds taken or held under your permit during the year covered by this report and return the completed report to the above address by the due date. Use of this form is not mandatory, but the same information must be submitted. A supplemental sheet is available if needed. Filing an annual report is a condition of your permit. Failure to file a timely report can result in permit suspension. If you had no activity under your permit during the report year, state "No activity" on the form. (50 CFR parts 13, 21, & 22)

▶▶ Please group your entries first by Species, then by State, County, and Month. Provide a subtotal for each species collected by State. See example below.

(\* Do not include activities that are authorized under a Federal Bird Banding or Marking Permit. \*\*Report salvaged specimens only if your permit authorized only salvage.)

**MAKE SURE YOU SIGN & DATE THE CERTIFICATION STATEMENT BELOW BEFORE YOU SUBMIT YOUR REPORT.**

SPECIES (Common Name)	WHERE & WHEN COLLECTED			QUANTITY					
	State	County	Month	Lethal Collection	Viable Eggs Collected	Trap & Retain	Trap & Release*	Trap & Relocate	Salvage**
Example: American Robin	VA	Fairfax	Jun	2	0	0	1	0	NA
American Robin	VA	Loudon	Jul	3	7	0	1	0	NA
Species Total	VA	-	-	5	7	0	2	0	NA

**CERTIFICATION:** I certify that the information in this report is true and correct to the best of my knowledge. I understand that any false statement herein may subject me to the criminal penalties of 18 U.S.C. 1001.

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



**FEDERAL FISH AND WILDLIFE PERMIT REPORT**  
**Paperwork Reduction Act, Privacy Act, and Freedom of Information Act – Notices**

**In accordance with the Paperwork Reduction Act of 1995 (44 U.S.C. 3501, *et seq.*) and the Privacy Act of 1974 (5 U.S.C. 552a), please be advised:**

1. The gathering of information on fish and wildlife is authorized by:  
(Authorizing statutes can be found at: <http://www.gpoaccess.gov/cfr/index.html> and <http://www.fws.gov/permits/ltr/ltr.shtml>.)
  - a. Bald and Golden Eagle Protection Act (16 U.S.C. 668), 50 CFR 22;
  - b. Migratory Bird Treaty Act (16 U.S.C. 703-712), 50 CFR 21;
  - c. General Provisions, 50 CFR 10;
  - d. General Permit Procedures, 50 CFR 13; and
  - e. Wildlife Provisions (Import/export/transport), 50 CFR 14.
2. Information requested in this form is purely voluntary. However, submission of requested information is a condition of your permit under the above laws. Failure to provide all requested information may be sufficient cause for the U.S. Fish and Wildlife Service to revoke your permit. We may not conduct and you are not required to respond to a collection of information unless it displays a currently valid OMB control number. OMB has approved this report and assigned OMB Control No. 1018-0022.
3. Disclosures outside the Department of the Interior may be made without the consent of an individual under the routine uses listed below, if the disclosure is compatible with the purposes for which the record was collected. (Ref. 68 FR 52611, September 4, 2003)
  - a. Routine disclosure to subject matter experts, and Federal, tribal, State, local, and foreign agencies, for the purpose of obtaining advice relevant to making a decision on an application for a permit or when necessary to accomplish a FWS function related to this system of records.
  - b. Routine disclosure to Federal, tribal, State, local, or foreign wildlife and plant agencies for the exchange of information on permits granted or denied to assure compliance with all applicable permitting requirements.
  - c. Routine disclosure to Federal, tribal, State, and local authorities who need to know who is permitted to receive and rehabilitate sick, orphaned, and injured birds under the Migratory Bird Treaty Act and the Bald and Golden Eagle Protection Act; federally permitted rehabilitators; individuals seeking a permitted rehabilitator with whom to place a bird in need of care; and licensed veterinarians who receive, treat, or diagnose sick, orphaned, and injured birds.
  - d. Routine disclosure to the Department of Justice, or a court, adjudicative, or other administrative body or to a party in litigation before a court or adjudicative or administrative body, under certain circumstances.
  - e. Routine disclosure to the appropriate Federal, tribal, State, local, or foreign governmental agency responsible for investigating, prosecuting, enforcing, or implementing statutes, rules, or licenses, when we become aware of a violation or potential violation of such statutes, rules, or licenses, or when we need to monitor activities associated with a permit or regulated use.
  - f. Routine disclosure to a congressional office in response to an inquiry to the office by the individual to whom the record pertains.
  - g. Routine disclosure to the General Accounting Office or Congress when the information is required for the evaluation of the permit programs.
  - h. Routine disclosure to provide addresses obtained from the Internal Revenue Service to debt collection agencies for purposes of locating a debtor to collect or compromise a Federal claim against the debtor or to consumer reporting agencies to prepare a commercial credit report for use by the FWS.
4. For individuals, personal information such as home address and telephone number, financial data, and personal identifiers (social security number, birth date, etc.) will be removed prior to any release of information.
5. The public reporting burden on the applicant for information collection varies depending on the activity for which a permit is requested. The relevant burden for a Scientific Collecting permit annual report is 1 hour. This burden estimate includes time for reviewing instructions, gathering and maintaining data and completing and reviewing the form. You may direct comments regarding the burden estimate or any other aspect of the form to the Service Information Clearance Officer, U.S. Fish and Wildlife Service, Mail Stop 222, Arlington Square, U.S. Department of the Interior, 1849 C Street, NW, Washington D.C. 20240.

**Freedom of Information Act – Notice**

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 2.13(c)(4), 43 CFR 2.15(d)(1)(i)].