



Department of the Interior  
U.S. Fish and Wildlife Service

Expires XX/XX/XXXX  
OMB No. 1018-0093

**Federal Fish and Wildlife Permit Application Form**

**Return to:** Division of Management Authority (DMA)  
U.S. Fish and Wildlife Service  
4401 N. Fairfax Drive, Room 212  
Arlington, VA 22203  
1-800-358-2104 or 703-358-2104

**Type of Activity:**  
**APPLICATION TO ESTABLISH A MASTER FILE FOR THE EXPORT OF LIVE CAPTIVE-BRED ANIMALS (CITES) (Multiple Commercial Shipments)**  
 **New Application**  
 **Amendment or Re-issuance of Master File # \_\_\_\_\_**

Complete Sections A or B, and C, D, and E of this application. U.S. address may be required in Section C, see instructions for details.  
**See attached instruction pages for information on how to make your application complete and help avoid unnecessary delays.**

<b>A. Complete if applying as an individual</b>			
1.a. Last name	1.b. First name	1.c. Middle name or initial	1.d. Suffix
2. Date of birth (mm/dd/yyyy)	3. Social Security No.	4. Occupation	5. Affiliation/ Doing business as (see instructions)
6.a. Telephone number	6.b. Alternate telephone number	6.c. Fax number	6.d. E-mail address

<b>B. Complete if applying on behalf of a business, corporation, public agency, tribe, or institution</b>			
1.a. Name of business, agency, tribe, or institution		1.b. Doing business as (dba)	
2. Tax identification no.		3. Description of business, agency, tribe, or institution	
4.a. Principal officer Last name	4.b. Principal officer First name	4.c. Principal officer Middle name/ initial	4.d. Suffix
5. Principal officer title		6. Primary contact	
7.a. Business telephone number	7.b. Alternate telephone number	7.c. Business fax number	7.d. Business e-mail address

<b>C. All applicants complete address information</b>					
1.a. Physical address (Street address; Apartment #, Suite #, or Room #; no P.O. Boxes)					
1.b. City	1.c. State	1.d. Zip code/Postal code:	1.e. County/Province	1.f. Country	
2.a. Mailing Address (include if different than physical address; include name of contact person if applicable)					
2.b. City	2.c. State	2.d. Zip code/Postal code:	2.e. County/Province	2.f. Country	

<b>D. All applicants MUST complete</b>	
1.	Attach check or money order payable to the U.S. FISH AND WILDLIFE SERVICE in the amount indicated on page 2. Federal, tribal, State, and local government agencies, and those acting on behalf of such agencies, are exempt from the processing fee – <i>attach documentation of fee exempt status as outlined in instructions.</i> (50 CFR 13.11(d))
2.	Do you currently have or have you ever had any Federal Fish and Wildlife permits? Yes <input type="checkbox"/> If yes, list the number of the most current permit you have held or that you are applying to renew/re-issue: _____ No <input type="checkbox"/>
3.	Certification: I hereby certify that I have read and am familiar with the regulations contained in <i>Title 50, Part 13 of the Code of Federal Regulations</i> and the other <i>applicable parts in subchapter B of Chapter I of Title 50</i> , and I 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 the criminal penalties of 18 U.S.C. 1001.
Signature ( <b>in blue ink</b> ) of applicant/person responsible for permit (No photocopied or stamped signatures) _____ Date of signature (mm/dd/yyyy) _____	

**Please continue to next page**

**E. ESTABLISHMENT OF A MASTER FILE FOR THE EXPORT OF LIVE CAPTIVE-BRED ANIMALS (CITES)**

**Note 1:** This application can only be used for species (see pages 5 to 8) that the Division of Scientific Authority has advised that the specimens may qualify as Bred-in-Captivity in accordance with Resolution Conf. 10.16 (Rev.) for issuance of certificates under the provisions of paragraph 5 of Article VII of the CITES Treaty.

**Note 2:** The U.S. FWS may not be able to issue CITES documents for the commercial export of Appendix-I specimens, unless the specimens were obtained from animals produced at a CITES-registered Appendix-I commercial breeding operation. For more information on registering an Appendix-I commercial breeding operation, contact the Division of Management Authority at 800-358-2104 or [managementauthority@fws.gov](mailto:managementauthority@fws.gov).

Electronic submission of inventories, photographs, and receipts: Some applications contain extensive inventories and/or a large number of photographs or receipts. You may provide electronic versions of these documents. Such a submission may assist in expediting the processing of your application since it may reduce data entry by the U.S. Fish and Wildlife Service. You may include a disk containing your information or check here  if you would like to be contacted to provide it via email.

Provide the following information. Complete all questions on the application. Mark questions that are not applicable with "N/A". If needed, use a separate sheet of paper. On all attachments or separate sheets you submit, indicate the application question number you are addressing. If you are applying for multiple specimens, be sure to indicate which specimen you are addressing in each response.

**I would like to:**

- ESTABLISH A NEW MASTER FILE (Processing Fee = \$200)**

(This application allows you set up a Master File, valid for three years and is renewable, for exports of captive-bred wildlife specimens under CITES. Once the Master File is approved you would need to obtain single-use permits, valid for 6 months, for each export (50 CFR 13.11))

- RENEW AND/OR AMEND AN EXISTING MASTER FILE, # \_\_\_\_\_ (Processing Fee = \$100)**

**IF** establishing a new master file, renewing, or amending a previous master file,

How many single-use permits do you anticipate using in the next 6 months? \_\_\_\_\_

**(Provide \$5 for each 6-month permit.)** Additional permits may be requested by submitting form 3-200-74 (<http://www.fws.gov/forms/>).

1. For EACH wildlife species to be shipped, provide the following information:
  - a. Scientific name (genus, species, and, if applicable, subspecies);
  - b. Common name;
  - c. Sex, if known;
  - d. Typical description of specimens, if known (e.g., hatchlings, sub-adults; typical size);
  - e. Estimated annual production of specimens;
  - f. Estimated annual export of specimens.
  - g. Normal mortality rates at your facility.
  
2. Where is/are the specimen(s) currently located? (physical address of facility including county).

\_\_\_\_\_

3. As the **Breeder**, sign (in ink) the following statement:

I hereby certify that the animal(s) listed above to be exported was bred and born/hatched from parental stock at my facility listed below. (additional information on the parental stock may be requested upon receipt of your application).

Name and address of your facility where the animals were bred and born/hatched:

\_\_\_\_\_

\_\_\_\_\_

—

Current location of parental stock: \_\_\_\_\_

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

\_\_\_\_\_

4. If you are **NOT the breeder** of the specimen(s), provide copies of documentation showing that you acquired the animal from the breeder or documentation demonstrating the history of transactions (chain of ownership of each animal)

and a **signed statement** from the breeder or breeder's record that includes:

- a. that the animal was bred and born/hatched at his/her facility;
- b. birth/hatch date, and, if applicable, band/tag number, or other identifiers;
- c. sex of each specimen he/she bred;
- d. location (Name, Street address, City, State) of Parental Stock;
- e. complete name and address of the breeder's facility.

5. Provide the name and address of the recipient of the shipment.

Name: \_\_\_\_\_

Address \_\_\_\_\_

City, Country, \_\_\_\_\_

Postal Code \_\_\_\_\_

6. Provide labeled photographs depicting the facilities for the specimens described in your application.

7. The transport conditions for live animals must comply with the CITES Guidelines for Transport of Live Animals or, in the case of air transport, with the International Air Transport Association (**IATA**) live animal regulations (contact airline for information). As such, describe:

- a. The type, size, and construction of any shipping container; and
- b. The arrangements for watering or otherwise caring for the wildlife during transport.

8. Attach copies of any applicable **State permits or licenses**, such as commercial breeding or sales licenses (contact your State for information).

9. If the species is part of an approved WBCA Cooperative Breeding Program, identify the breeding operation and provide an explanation of how the specimen is surplus to the operation.

10. Enter the U.S. port through which the [export/re-export/import] will occur: \_\_\_\_\_ (All wildlife, including parts and products, must be declared to and inspected by a Wildlife Inspector from the U.S. Fish and Wildlife Service Office of Law Enforcement prior to leaving the United States. A list of designated ports (where an inspector is posted) is available at [http://www.fws.gov/le/ImpExp/Contact\\_Info\\_Ports.htm](http://www.fws.gov/le/ImpExp/Contact_Info_Ports.htm).)

11. Address where you wish permit mailed (if different than page 1):

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12. If you wish the permit to be sent to you by means other than regular mail, provide an air bill, pre-paid envelope, or billing information:

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13. Who should we contact if we have questions about the application? (Include name, phone number, and email):

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FOR THE PURPOSE OF EXPORT FROM THE UNITED STATES  
SPECIES THAT QUALIFY AS CAPTIVE-BRED  
IN ACCORDANCE WITH CONF. 10.16

MAMMALS

Order Primates

Callithrix jacchus - Common marmoset [App. I]  
Cercocebus spp. other than galeritus (i.e., agilis, albigena, aterrimus, and torquatus) - Mangabeys [App. II]  
Cercopithecus diana - Diana monkey [App. I]  
Erythrocebus patas - Patas monkey [App. II]  
Lemur catta - Ring-tailed lemur [App. I]  
Eulemur macaco macaco - Black lemur [App. I]  
Varecia variegata variegata (= Lemur variegatus variegatus) - Ruffed lemur [App. I]  
Leontopithecus rosalia - Golden lion tamarin [App. I]  
Macaca fascicularis - Crab-eating macaque [App. II]  
Macaca mulatta - Rhesus monkey [App. II]  
Macaca silenus - Lion-tailed macaque [App. I]  
Microcebus murinus - Lesser mouse lemur [App. I]  
Pan troglodytes - Chimpanzee [App. I]  
Papio (= Mandrillus) sphinx - Mandrill [App. I]  
Pongo pygmaeus abelii - Sumatran orangutan [App. I]  
Pongo pygmaeus pygmaeus - Bornean orangutan [App. I]  
Saguinus oedipus (including S. o. geoffroyi) - Cotton-top tamarin [App. I]

Order Carnivora

Ailurus fulgens - Lesser panda [App. I]  
Canis lupus - Gray wolf [App. II]  
Caracal (= Felis) caracal - Caracal [App. I - Asian population]  
Leopardus (= Felis) pardalis - Ocelot [App. I]  
Leopardus (= Felis) wiedii - Margay [App. I]  
Leptailuris (= Felis) serval - Serval [App. II]  
Panthera leo - Lion [App. I and II]  
Panthera onca - Jaguar [App. I]  
Panthera pardus - Leopard [App. I]  
Panthera tigris - Tiger [App. I] (asterisk applies only to P. t. altaica [Siberian] and P. t. sumatrae [Sumatran] subspecies)  
Speothos venaticus - Bush dog [App. I]  
Tremarctos ornatus - Spectacled bear [App. I]  
Uncia (= Panthera) uncia - Snow leopard [App. I]

## Order Perissodactyla

- Equus grevyi - Grevy's zebra [App. I]
- Equus hemionus - Asiatic wild ass [App. I & II]
- Equus przewalskii - Przewalski's or Asian wild horse [App. I]
- Equus zebra hartmannae - Hartmann's mountain zebra [App. II]

## Order Artiodactyla

- Addax nasomaculatus - Addax [App. I]
- Antilope cervicapra - Blackbuck [App. III]
- Bos gaurus - Gaur [App. I]
- Capra falconeri - Markhor [App. I]
- Cervus duvauceli - Swamp deer (Barasingha) [App. I]
- Cervus eldi thamin - Burmese brow-antlered deer [App. I] (subspecies of Eld's brow-antlered deer)
- Gazella dama - Dama gazelle [App. I]
- Hexaprotodon (=Choeropsis) liberiensis - Pygmy hippopotamus [App. II]
- Hippopotamus amphibius - Hippopotamus [App. II]
- Lama guanicoe - Guanaco [App. II]
- Oryx dammah - Scimitar-horned oryx [App. I]
- Oryx leucoryx - Arabian oryx [App. I]
- Tragelaphus spekei - Sitatunga [App. III]

## BIRDS

### Order Anseriformes

- Anas laysanensis - Laysan teal [App. I]
- Branta sandvicensis - Hawaiian goose, Nene [App. I]
- Cygnus melanocoryphus - Black-necked swan [App. II]

### Order Falconiformes

- Buteo buteo - European buzzard [App. II]
- Vultur gryphus - Andean condor [App. I]

### Order Galliformes

- Argusianus argus - Great argus pheasant [App. II]
- Catreus wellichii - Cheer pheasant [App. I]
- Crossoptilon crossoptilon - White eared pheasant [App. I]
- Crossoptilon mantchuricum - Brown eared pheasant [App. I]
- Gallus sonneratii - Sonnerat's junglefowl, Gray junglefowl [App. II]
- Lophophorus impejanus - Himalayan monal [App. I]
- Lophura edwardsi - Edward's pheasant [App. I]
- Lophura swinhoii - Swinhoe's pheasant [App. I]
- Polyplectron bicalcaratum - Gray peacock pheasant [App. II]
- Polyplectron emphanum - Palawan peacock pheasant [App. I]
- Polyplectron germaini - Germain's peacock pheasant [App. II]
- Polyplectron malacense - Malaysian peacock pheasant [App. II]
- Syrmaticus ellioti - Elliot's pheasant [App. I]
- Syrmaticus humiae - Bar-tailed pheasant [App. I]
- Syrmaticus mikado - Mikado pheasant [App. I]
- Tragopan caboti - Cabot's tragopan [App. I]

Tragopan satyra - Satyr tragopan [App. III]

### Order Psittaciformes

Agapornis fischeri - Fisher's lovebird [App. II]

~~Agapornis roseicollis - Peach-faced lovebird [App. II]~~

Aratinga jandaya - Jendaya conure [App. II]

Barnardius barnardi - Malice ringneck parrot [App. II]

Bolborhynchus lineola - Lineolated parakeet [App. II]

Cyanoramphus auriceps - Yellow-fronted parakeet [App. II] (C. a. forbesi is Appendix I and is not included on this list)

Cyanoramphus novaezealandiae - Red-fronted parakeet [App. II]

Forpus coelestis - Pacific parrolet [App. II]

Neophema bourkii - Bourke's parrot [App. II]

Neophema chrysostoma - Blue-winged parrot [App. II]

Neophema elegans - Elegant parrot [App. II]

Neophema pulchella - Turquoise parrot [App. II]

Neophema splendida - Scarlet-chested parrot [App. II]

Platycercus adelaide - Adelaide rosella [App. II]

Platycercus adscitus - Pale-headed rosella [App. II]

Platycercus elegans - Crimson rosella [App. II]

Platycercus eximius - Eastern rosella [App. II]

Platycercus icterotis - Western (Stanley) rosella [App. II]

Platycercus venustus - Northern rosella [App. II]

Polytelis alexandrae - Princess parrot [App. II]

Polytelis anthopeplus - Regent parrot [App. II]

Polytelis swainsonii - Superb parrot [App. II]

Psephotus chrysopterygius - Golden-shouldered parakeet [App. I]

Psephotus haematonotus - Red-rumped parakeet [App. II]

Psephotus varius - Mulga parakeet [App. II]

Psittacula eupatria - Alexandrine parakeet [App. II]

Purpureicephalus spurius - Red-capped parrot [App. II]

Trichoglossus chlorolepidotus - Scaly-breasted lorikeet [App. II]

### Order Passeriformes

Leucopsar rothschildi - Rothschild's starling or myna (=Bali myna) [App. I]

Poephila cincta cincta - Parson finch [App. II]

## REPTILES

### Order Squamata

- Antaresia (=Liasis) childreni - Children's python [App. II]
- Antaresia (=Liasis) maculosa - Spotted python [App. II]
- Antaresia (=Liasis) perthensis - Pygmy python [App. II]
- Boa constrictor constrictor - Boa constrictor [App. II]
- Boa constrictor imperator - Central American boa [App. II]
- Boa constrictor melanogaster - Black-bellied boa [App. II]
- Boa constrictor mexicana - Mexican boa [App. II]
- Boa constrictor ortonii - Peruvian boa [App. II]
- Eryx johnii johnii - Smooth-scaled sand boa [App. II]
- Eryx johnii persicus - Northern smooth-scaled sand boa [App. II]
- Eunectes murinus murinus - Green anaconda [App. II]
- Eunectes murinus gigas - Northern green anaconda [App. II]
- Eunectes murinus noteaus - Yellow anaconda [App. II]
- Morelia spilota variegata - Carpet python [App. II]
- Python curtus breitensteini - Blood or Borneo short-tailed python [App. II]
- Python curtus brongersmai - Blood or short-tailed python [App. II]
- Python curtus curtus - Blood or Sumatran short-tailed python [App. II]
- Python reticulatus - Reticulated python [App. II]
- Python molurus bivittatus - Burmese python [App. II]
- Python regius - Ball or royal python [App. II]
- Python sebae - African rock python [App. II]
- Python sebae natalensis - Southern African rock python [App. II]

## AMPHIBIANS

### Order Caudata

- Ambystoma mexicanum - Axolotl [App. II]



## PERMIT APPLICATION FORM INSTRUCTIONS

The following instructions pertain to an application for a U.S. Fish and Wildlife Service or CITES permit. The General Permit Procedures in 50 CFR 13 address the permitting process. For simplicity, all licenses, permits, registrations, and certificates are referred to as a permit.

### GENERAL INSTRUCTIONS:

- Complete all blocks/lines/questions in Sections A, B, C, D, and E.
- **An incomplete application may cause delays in processing or may be returned to the applicant. Be sure you are filling in the appropriate application form for the proposed activity.**
- Print clearly or type in the information. Illegible applications may cause delays.
- Sign the application in [blue](#) ink. Faxes or copies of the original signature will not be accepted.
- Mail the original application to the address at the top of page one of the application or if applicable on the attached address list.
- **Keep a copy of your completed application.**
- **Please plan ahead. Allow at least 60 days for your application to be processed. Some applications may take longer than 90 days to process. (50 CFR 13.11)**
- Applications are processed in the order they are received.
- Additional forms and instructions are available from <http://www.fws.gov/forms/display.cfm?number1=200> .

### COMPLETE EITHER SECTION A OR SECTION B:

#### Section A. Complete if applying as an individual:

- Enter the complete name of the responsible individual who will be the permittee if a permit is issued. Enter personal information that identifies the applicant. ***Fax and e-mail are not required if not available.***
- If you are applying on behalf of a client, the personal information must pertain to the client, and a document evidencing power of attorney must be included with the application.
- **Affiliation/ Doing business as (dba):** business, agency, organizational, tribe, or institutional affiliation *directly* related to the activity requested in the application (e.g., a taxidermist is an individual whose business can *directly* relate to the requested activity). The Division of Management Authority (DMA) will **not** accept *doing business as* affiliations for individuals.

#### Section B. Complete if applying as a business, corporation, public agency, tribe, or institution:

- Enter the complete name of the business, agency, tribe, or institution that will be the permittee if a permit is issued. Give a brief description of the type of business the applicant is engaged in. Provide contact phone number(s) of the business.
- **Principal Officer** is the person in charge of the listed business, corporation, public agency, or institution. The principal officer is the person responsible for the application and any permitted activities. Often the principal officer is a Director or President. **Primary Contact** is the person at the business, corporation, public agency, or institution who will be available to answer questions about the application or permitted activities. Often this is the preparer of the application.

### ALL APPLICANTS COMPLETE SECTION C:

- For all applications submitted to the Division of Management Authority (DMA) a physical U.S. address is **required**. Province and Country blocks are provided for those USFWS programs which use foreign addresses and are not required by DMA..
- **Mailing address** is address where communications from USFWS should be mailed if different than applicant's physical address.

### ALL APPLICANTS COMPLETE SECTION D:

#### Section D.1 Application processing fee:

- An application processing fee is required at the time of application; unless exempted under 50 CFR13.11(d)(3). The application processing fee is assessed to partially cover the cost of processing a request. **The fee does not guarantee the issuance of a permit. Fees will not be refunded for applications that are approved, abandoned, or denied.** We may return fees for withdrawn applications prior to any significant processing occurring.
- **Documentation of fee exempt status is not required for Federal, tribal, State, or local government agencies; but must be supplied by those applicants acting on behalf of such agencies.** Those applicants acting on behalf of such agencies must submit a letter on agency letterhead and signed by the head of the unit of government for which the applicant is acting on behalf, confirming that the applicant will be carrying out the permitted activity for the agency.

#### Section D.2 Federal Fish and Wildlife permits:

- List the number(s) of your most current FWS or CITES permit or the number of the most recent permit if none are currently valid. If applying for re-issuance of a CITES permit, the original permit must be returned with this application.

#### Section D.3 CERTIFICATION:

- **The individual identified in Section A, the principal officer named in Section B, or person with a valid power of attorney (documentation must be included in the application) must sign and date the application in blue ink.** This signature binds the applicant to the statement of certification. This means that you certify that you have read and understand the regulations that apply to the permit. You also certify that everything included in the application is true to the best of your knowledge. Be sure to read the statement and re-read

the application and your answers before signing.

**Please continue to next page**

**APPLICATION FOR A FEDERAL FISH AND WILDLIFE PERMIT**  
**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.html> .)
  - a. Bald and Golden Eagle Protection Act (16 U.S.C. 668), 50 CFR 22;
  - b. Endangered Species Act of 1973 (16 U.S.C. 1531-1544), 50CFR 17;
  - c. Migratory Bird Treaty Act (16 U.S.C. 703-712), 50 CFR 21;
  - d. Marine Mammal Protection Act of 1972 (16 U.S.C. 1361, *et. seq.*), 50 CFR 18;
  - e. Wild Bird Conservation Act (16 U.S.C. 4901-4916), 50 CFR 15;
  - f. Lacey Act: Injurious Wildlife (18 U.S.C. 42), 50 CFR 16;
  - g. Convention on International Trade in Endangered Species of Wild Fauna and Flora (TIAS 8249), <http://www.cites.org/> , 50 CFR 23;
  - h. General Provisions, 50 CFR 10;
  - i. General Permit Procedures, 50 CFR 13; and
  - j. Wildlife Provisions (Import/export/transport), 50 CFR 14.
2. Information requested in this form is purely voluntary. However, submission of requested information is required in order to process applications for permits authorized under the above laws. Failure to provide all requested information may be sufficient cause for the U.S. Fish and Wildlife Service to deny the request. We may not conduct or sponsor and you are not required to respond to a collection of information unless it displays a currently valid OMB control number.
  3. Certain applications for permits authorized under the Endangered Species Act of 1973 (16 U.S.C. 1539) and the Marine Mammal Protection Act of 1972 (16 U.S.C. 1374) will be published in the **Federal Register** as required by the two laws.
  4. 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 the public as a result of publishing **Federal Register** notices announcing the receipt of permit applications for public comment or notice of the decision on a permit application.
    - c. 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.
    - d. Routine disclosure to Captive-bred Wildlife registrants under the Endangered Species Act for the exchange of authorized species, and to share information on the captive breeding of these species.
    - e. 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.
    - f. 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.
    - g. 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.
    - h. Routine disclosure to a congressional office in response to an inquiry to the office by the individual to whom the record pertains.
    - i. Routine disclosure to the General Accounting Office or Congress when the information is required for the evaluation of the permit programs.
    - j. 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.
  5. 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 the application.
  6. 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 an Application to Establish a Master File for the Export of Live Captive-bred Animals application 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)].