



Federal Fish and Wildlife Permit Application Form

Return to:

Type of Activity:

**Native Endangered & Threatened Species –
Incidental Take Permits Associated With A Habitat Conservation Plan**

Complete sections A. OR B. and C. on this page, plus the attached pages of this application. Application will not be considered complete without all sections. See additional instructions on attached pages.

A.	Complete if applying as an individual										
1.a. Last name				1.b. First name				1.c. Middle name or initial		1.d. Suffix	
2.a. Street address (line 1)			2.b. Street address (line 2)			2.c. Street address (line 3)					
3.a. City			3.b. Province		3.c. State		3.d. Zip code/Postal code:		3.e. Country		
4. Date of birth (mm/dd/yyyy)		5. Social Security No.			6. Occupation			7.a. Home telephone number			
7.b. Work telephone number		7.c. Fax number		8. E-mail address				9. County			
10. List any business, agency, organizational, or institutional affiliation associated with the wildlife or plants to be covered by this permit (see C.1.)								11. Doing business as (dba)			

B.	Complete if applying as a business, corporation, public agency or institution									
1.a. Name of business, agency, or institution					1.b. Doing business as (dba)					
2.a. Street address (line 1)			2.b. Street address (line 2)			2.c. Street address (line 3)				
3.a. City		3.b. Province			3.c. State		3.d. Zip code		3.e. Country	
4. Tax identification no.				5. Describe the type of business, agency, or institution and provide state of incorporation						
6.a. Principal officer (President, director, etc) Last name				6.b. First name			6.c. Middle name or initial		6.d. Suffix	
7. Principal officer title:						8. Home telephone number				
9. Work telephone number		10. Fax number			11. E-mail address			12. County		

C.	All applicants complete									
1.	Do you currently have or have you had any Federal Fish and Wildlife permits? (For simplification, all licenses, permits, registrations, and certificates will be referred to as a permit.) Yes <input type="checkbox"/> If yes, list the number of the most current permit you have held: _____ No <input type="checkbox"/>									
2.	Have you obtained all required State, Federal, or foreign government approval(s) to conduct the activity you propose? Yes <input type="checkbox"/> If yes, provide a copy of the approval(s). Have applied <input type="checkbox"/> Not required <input type="checkbox"/>									
3.	Enclose check or money order payable to the U.S. FISH AND WILDLIFE SERVICE in the amount of \$25 [50 CFR 13.11(d)(2)]. Institutions which qualify under 50 CFR 13.11(d)(3) may be exempt from the application processing fee.									
4.	Certification: 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 subchapter B of Chapter I of Title 50, 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.									
5.	Signature (in blue ink) of applicant/person responsible for permit in Section A. or B. (Photocopied signatures are not accepted.)								6. Date (mm/dd/yyyy):	

PERMIT APPLICATION FORM INSTRUCTIONS

The following instructions pertain to the standard permit form 3-200 that must be completed as an application for a U.S. Fish and Wildlife Service (FWS) or CITES permit. The General Permit Procedures in 50 CFR 13 address the permitting process. For simplification, all licenses, permits, registrations, and certificates will be referred to as a permit.

- Complete all appropriate blocks/lines/questions in Sections A. OR B. and C on page 1, plus the attached pages of this application. **Print clearly or type in the information.** Applications will not be considered complete without these pages. An incomplete application may cause delays in processing or may be returned to the applicant.
- Sign the application **in blue ink** and send the original to the address at the top of the application. Faxes or copies of the original signature will not be accepted.
- Please plan ahead. Allow at least 90 days for your application to be processed ([50 CFR 13.11](#)). However, due to variations in the size, complexity and impacts of Habitat Conservation Plans, some applications for an Incidental Take permit may take up to 12 months to process. Applications are processed in the order they are received.
- Additional forms and instructions, plus copies of the FWS permit regulations, are available from the FWS permit web site at <http://permits.fws.gov/>.

Most of the application form is self-explanatory, but the following provides some assistance for completing the form.

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. All blocks must be completed. **If you are applying on behalf of a client, the personal information must pertain to the client; and a notarized document evidencing power of attorney must be included with the application.**

Section B. **"Complete if applying as a business, corporation, public agency, or institution"** - Enter the complete name and address of the **business, corporation, public agency 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, the name and phone number of the person in charge (i.e., principal officer), and if the company is incorporated, the State in which it is incorporated.

ALL APPLICANTS COMPLETE SECTION C. :

Section C.1 **"Do you currently have or have you had any 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.

Section C.2 **"Have you obtained all required State, Federal or foreign government approval(s) to conduct the activity you propose?"** (Please be aware that there may be other requirements necessary to conduct this activity such as a hunting license, import permit, or collection permit.) If "yes," list the State, Federal or foreign countries involved and type of document required. Include a copy of these documents with the application. If you have applied for the documents, check the "have applied" box and list the State, Federal or foreign countries involved and type of documents required. If the proposed activity is not regulated, check "not required."

Section C.3 **"Enclose check or money order (if applicable)"** There is an application processing fee unless you are applying as a Federal, State or tribal government agency or you are an individual or institution under contract to such agency for the proposed activities. (See [50 CFR 13.11\(d\)\(3\)](#) for fee schedule exemptions.) Proof of status as a Federal, State or tribal government agency or contractor to such agency should accompany your application. If you are fee exempt, write "exempt" in this space. The application processing fee is assessed to partially cover the cost of processing a request for a permit. The fee does not guarantee the issuance of a permit. It will not be refunded regardless of whether a permit is issued, abandoned, or denied. See the accompanying section APPLICATION PROCESSING FEE for the fee to process this application. Make your check or money order payable to the "U.S. Fish and Wildlife Service" and attach it to the application form.

Section C.4-6 **"CERTIFICATION"** **The individual identified in Section A., the principal officer named in Section B., or person with a valid power of attorney (notarized 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.

APPLICATION FOR A FEDERAL FISH AND WILDLIFE PERMIT

Paperwork Reduction Act and the Privacy 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 that:

1. The gathering of information on wildlife and plants is authorized by:
 - a. Bald and Golden Eagle Protection Act (16 U.S.C. 668), [Title 50 Part 22 of the Code of Federal Regulations \(CFR\)](#);
 - b. Endangered Species Act of 1973 (16 U.S.C. 1531-1544), [Title 50 CFR Part 17](#);
 - c. Migratory Bird Treaty Act (16 U.S.C. 703-712), [Title 50 CFR Part 21](#);
 - d. Marine Mammal Protection Act of 1972 (16 U.S.C. 1361, *et. seq.*), [Title 50 CFR Part 18](#);
 - e. Wild Bird Conservation Act (16 U.S.C. 4901-4916), [Title 50 CFR Part 15](#);
 - f. Lacey Act (18 U.S.C. 42); Injurious Wildlife, [Title 50 CFR Part 16](#);
 - g. [Convention on International Trade in Endangered Species of Wild Fauna and Flora \(CITES\) \(TIAS 8249\)](#); [Title 50 CFR Part 23](#).
 - h. General Provisions, [Title 50 CFR Part 10](#);
 - i. General Permit Procedures, [Title 50 CFR Part 13](#); and
 - j. Wildlife (Import/export/transport), [Title 50 CFR Part 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. Response is not required unless a currently valid Office of Management and Budget (OMB) control number is displayed.
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 for public comment in the **Federal Register** (FR) as required by the two laws.
4. Routine use disclosures outside the Department of the Interior (DOI) may be made without the consent of an individual if the disclosure is compatible with the purposes for which the record was collected. (Ref. 68 FR 52611, September 4, 2003) Disclosures outside the DOI may be made under the routine uses listed below without the consent of the individual if the disclosure is compatible with the purposes for which the record was collected.
 - a. To subject matter experts, and State, Federal, 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. 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. To Federal, 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. 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. To Federal, 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 sick, injured, or orphaned bird in need of care; and licensed veterinarians who receive, treat, or diagnose sick, orphaned, and injured birds.
 - f. To the Department of Justice (DOJ), 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. To the appropriate Federal, State, tribal, 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. To a congressional office in response to an inquiry to the office by the individual to whom the record pertains.
 - i. To the General Accounting Office or Congress when the information is required for the evaluation of the permit programs.
 - j. 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 this information collection varies depending on the activity for which a permit is requested. The relevant burden for completing an application for an Incidental Take permit is **3 hours**. 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 (FOIA) – 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)].

Application Processing Fee

The fee to process this application for an Incidental Take permit is **\$25**. Checks should be made payable to "U.S. Fish and Wildlife Service." The processing fee applies to permit applications, renewals, and amendments. The processing fee will not be refunded regardless of whether a permit is issued or denied, or if the application is abandoned. The fee schedule does not apply to any Federal, State, local, or tribal government agency, or to an individual or institution under contract to such agency for the proposed activities. Until further notice, the fee will be waived for public institutions. As defined in [50 CFR 10.2](#) – "Public as used in referring to museums, zoological parks, and scientific or educational institutions, refers to such as are open to the general public and are either established, maintained, and operated as governmental service or are privately endowed and organized, but not operated for profit."

**APPLICATION FOR A PERMIT UNDER THE
ENDANGERED SPECIES ACT**

NATIVE ENDANGERED & THREATENED SPECIES

**INCIDENTAL TAKE PERMITS ASSOCIATED WITH A
HABITAT CONSERVATION PLAN (HCP)**

INSTRUCTIONS TO APPLICANTS

To expedite a final decision on your application, you are urged to coordinate with us as soon as possible for guidance in assembling a complete application package. If you are renewing or amending a valid permit, your complete application package must be received at least 30 days prior to the expiration of the valid permit. This time period begins when we receive a complete permit application package and does not include any time required for requesting clarification or additional information about your application.

The time required to process an application for an Incidental Take permit will vary depending on the size, complexity, and impacts of the HCP involved. Procedurally, the most variable factor in application processing is the level of analysis required for the proposed HCP under the National Environmental Policy Act (e.g., whether an application requires preparation of an Environmental Impact Statement, Environmental Assessment, or whether a categorical exclusion applies), although other factors such as public controversy can also affect application processing times. The target processing timeline from when we receive a complete application package to our final decision on a permit application is: up to 3 months for low-effect HCPs, 4 to 6 months for HCPs with an Environmental Assessment, and up to 12 months for HCPs with a 90-day comment period and/or an Environmental Impact Statement. Although not mandated by law or regulation, these targets are adopted as U.S. Fish & Wildlife Service and National Marine Fisheries Service (NMFS/NOAA Fisheries) policy and all offices are expected to streamline their Incidental Take permit programs, and to meet these targets to the maximum extent practicable.

The information provided in your permit application will be used to evaluate your application for compliance with the Endangered Species Act, its implementing regulations (which may require a 30 to 90 day public comment period), and U.S. Fish & Wildlife Service policy. Receipt and possession of a permit under the Endangered Species Act should be regarded as a privilege, as we must balance permit issuance with our duties to protect and recover listed species.

Up-to-date annual reports and any other required reports under your valid permit(s) must be on file before a permit will be considered for renewal or amendment.

If your activities may affect species under the authority of NMFS/NOAA Fisheries, then you

may need to obtain a separate permit from that agency. In addition, we share jurisdiction with NMFS/NOAA Fisheries for sea turtles (e.g., we evaluate applications for permits to conduct activities impacting sea turtles on land, and NMFS/NOAA Fisheries evaluates applications for permits to conduct activities impacting sea turtles in the marine environment). To apply for a permit to conduct activities with sea turtles in the marine environment or other species under NMFS/NOAA Fisheries jurisdiction, please contact them via their permit web page at http://www.nmfs.noaa.gov/prot_res/overview/permits.html

We cannot issue an Incidental Take permit under Section 10(a)(2)(A)(i) of the Endangered Species Act unless you submit a conservation plan that specifies the impacts that are likely to result from the incidental take associated with your activity.

Our general permit regulations at 50 CFR 13.12(a)(9) allow us to collect such other information as we determine that is relevant to the processing of a permit application. Before you submit an application for an Incidental Take permit, we may require that you conduct biological surveys to determine which species and/or habitat would be impacted by the activities sought to be covered under the permit. Biological surveys provide information necessary to develop an adequate HCP, and to assess the biological impacts of the proposed activities. In addition, the information provided in a biological survey can reduce the applicant's risk of take under Section 9 of the Endangered Species Act by ensuring that affected species and/or habitat are identified and appropriately covered under the permit.

You are required to obtain a Scientific Purposes, Enhancement of Propagation or Survival permit (commonly referred to as a Recovery permit) from us before engaging in any biological survey activities that would take listed species. Contact our Ecological Services Field Office closest to the location of your activity to obtain technical assistance in determining the need for both a biological survey and a Recovery permit for your survey activity. The contact information for our Ecological Services Field Offices can be found on the U.S. Fish & Wildlife Service's office directory web page at <http://offices.fws.gov/directory/listofficemap.html>

If a biological survey is required, you will need to send us your complete Recovery permit application package at least 3 months prior to commencement of survey activities to facilitate processing of your Recovery permit application. The Recovery permit application is designated as U.S. Fish & Wildlife Service form # 3-200-55.

We maintain a list of Recovery permittees (such as biological consultants) who have authorized the release of their contact information to third parties for conducting biological surveys on a contract basis. This list is provided to the public at the discretion of each of U.S. Fish and Wildlife Service Regional Office as time and workload allow. Please be aware that this list does not represent an endorsement by us of any particular permittee.

If you are not applying as an individual, but as a business, corporation, institution, or non-Federal public agency (block B. on page 1 of the application), the person to whom the permit will

be issued (e.g., the landowner, president, director, executive director, or executive officer) is legally responsible for implementing the permit. Although other people under the direct control of the permittee (e.g., employees, contractors, consultants) receive third party take authorization in their capacity as designees of the permittee, the individual named as the permittee ultimately is legally responsible for the permit and any activities carried out under the permit except as otherwise limited in the case of permits issued to State or local government entities under 50 CFR 13.25(d).

If you wish to coordinate the processing of this permit application through an authorized agent, and to have that agent represent you as the primary contact with us, check the box below. Sign (in blue ink) and date the authorization statement, and provide contact information for your authorized agent.

I hereby authorize the following person to act as an authorized agent on my behalf in the processing of this permit application and to furnish, upon request, supplemental information in support of this permit application.

signature (in blue ink)

date

please print name legibly

Your Authorized Agent's Contact Information

Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: _____

Fax: _____

E-Mail: _____

Please check one:

Renewal of a valid Incidental Take permit (with *only minor changes*) associated with a HCP using my current application package on file. Minor changes are administrative changes currently allowed under your valid permit such as updating your name and address information.

Note: if the information in your current application package has changed in a manner that

triggers a major amendment or a change not otherwise specified in the Incidental Take permit or HCP or Implementing Agreement, then you must apply for an amendment to your valid permit. Such major changes may include changes in location, activity, amount or type of take, or species to be covered by the permit. Please contact our Ecological Services Field Office located closest to your proposed activity for technical assistance in making this determination. The contact information for our Ecological Services Field Offices can be found on the U.S. Fish & Wildlife Service's office directory web page at <http://offices.fws.gov/directory/listofficemap.html>

- Amendment of a valid Incidental Take permit (with *major changes*) associated with a HCP.

- New application for Incidental Take permit associated with a HCP.

If this application includes transfer or succession of a valid Incidental Take permit, please check the box below:

- Transfer or succession of a valid Incidental Take permit associated with a HCP using the current application package on file.

You have 4 options for providing the specific information for items A. - E. below. Choose only one option.

Option I. Renewal of a Valid Incidental Take Permit (with *only minor changes*).

Sign (in blue ink) the following statement if you are applying to renew a valid Incidental Take permit with no changes, other than those allowed under your valid permit such as minor changes. Minor changes are administrative changes currently allowed under your valid permit such as updating your name and address information. If you are proposing major changes to your Incidental Take permit, you must use Option II.

The individual signing box C.6 on page 1 of the application must also sign the following statement. This certification language is required under 50 CFR 13.22(a).

I certify that the statements and information submitted in support of my original application for a U.S. Fish & Wildlife Service Incidental Take permit # _____ are still current and correct and hereby request renewal of that permit.

signature (in blue ink)

date

please print name legibly

* Please note: If you have signed above statement, then your renewal request is complete. Please submit this renewal request to the return address on page 1 of the application. Requests for renewals must be received no later than 30 days prior to permit expiration to ensure that your current permit remains in effect while we process your renewal request.

Option II. Amended Incidental Take Permit (with *major changes*)

Sign (in blue ink) the following statement if you are proposing to amend a valid Incidental Take permit by making major changes. Such major changes may include changes in location, activity, amount or type of take, or species to be covered by the permit.

The individual signing box C.6 on page 1 of the application must also sign the following statement. This certification language is required under 50 CFR 13.22(a).

I certify that the statements and information submitted in support of my original application for a U.S. Fish and Wildlife Service Incidental Take permit # _____ are still current and correct, except for the changes listed below, and hereby request amendment of that permit.

signature (in blue ink)

date

please print name legibly

Provide a brief description of the changes to your valid permit (answer the appropriate questions for these changes under Option III. below).

Option III. New Incidental Take Permit & Supplementary Information for Amendment of a Valid Permit (with *major changes*).

General permit regulations for the U.S. Fish & Wildlife Service can be found at 50 CFR 13. Regulations for an Incidental Take permit under the Endangered Species Act can be found at 50 CFR 17.22(b)(1) for endangered wildlife species and 50 CFR 17.32(b)(1) for threatened wildlife species.

Each landowner who wishes to be covered under a new or amended the Incidental Take permit associated with an HCP must sign (in blue ink) and date the Incidental Take Permit Application Certification Notice at the end of this application, unless the landowner will be covered under this U.S. Fish & Wildlife Service Incidental Take permit via another vehicle, such as a certificate of inclusion (50 CFR 13.25(d)). Any change in the language of the Certification Notice must be

reviewed by the Department of Interior, Office of the Solicitor and approved by the U.S. Fish & Wildlife Service. The same person who signs in box C.6 on page 1 of the application should sign the certification.

If the information in items A. - E. below is already provided in your final HCP (or Implementing Agreement, if applicable), then you do not have to provide it here. Instead, check the box below and use the spaces provided in items A. - E. to indicate the page numbers in your HCP or Implementing Agreement that provide the requested information. Please specify whether the page numbers are from the HCP or the Implementing Agreement.

- I am not providing the information for items A. - E. as part of my Incidental Take permit application because it is already provided in my final HCP or Implementing Agreement (copy attached or already submitted).

If the requested information in items A. - E. is not provided in your final HCP or final Implementing Agreement, or you are using Option II. to amend your valid Incidental Take permit, then attach separate pages for the missing information. In order to assist us in processing your request, please provide the item number (A. 1.a., etc.) of the required information before each of your responses. Thank you.

Please ensure that your final HCP and Implementing Agreement (if applicable) are attached if it has not been previously submitted.

If you have previously submitted a final draft HCP or Implementing Agreement, please indicate the document's date.

Date of final draft HCP _____

Date of final draft Implementing Agreement _____

Applications for an Incidental Take permit associated with a HCP must provide the following specific information (relevant to the activity) under items A. - E. below in addition to the general information on page 1 of the application.

A. Identify species and activity:

1. For a new Incidental Take permit:
 - a. Provide the common and scientific names of the species being requested for coverage in the permit and their status (endangered (E), threatened (T), proposed endangered (PE), proposed threatened (PT), candidate for listing (C), or species likely to become a candidate (LC)).

- b. Provide the number, age, and sex of such species to the extent known
 - c. Quantify the anticipated effects to their habitat.
 - d. Describe the land use or water management activity sought to be authorized for each species.
2. For an amended Incidental Take permit:
- a. Identify the species to be added to your valid permit (provide both the scientific, to the most specific taxonomic level, and common names), as well as the species status (see 1.a.. above).
 - b. Provide the number, age and sex of such species to the extent known.
 - c. If any activities requested in this application differ from those authorized in your valid permit, then for each species state the currently authorized activity, the requested new activity, and how the new activity will impact each species.
 - d. Identify each activity associated with your project that would result in the incidental take of each species.
 - e. Quantify any anticipated effects to the habitat of each added species.
 - f. Identify species to be deleted from your valid permit and the reason(s) for the deletion.

Page(s) & source document : _____

B. Identify location of the proposed activity:

- 1. Provide the name of the State, county, and specific location of the proposed activity site(s). Include a formal legal description, section/township/range information, county tax parcel number, local address, or any other identifying property designation that will precisely place the location of the proposed activity site(s). Attach a location map and plat of the project site clearly depicting the project boundaries and the footprint and location of all portions of the property that would be affected by your proposed activities.
- 2. Provide the total number of acres covered by the HCP _____

Is this the total acreage of the parcel? (circle one) yes no

3. Provide the approximate number of acres to be impacted _____
4. Provide the approximate number of acres to be protected _____
5. Provide a complete description, including timeframes, for implementation of proposed voluntary management activities to enhance, restore, or maintain habitat benefiting federally listed, proposed or candidate species, or other species likely to become candidates. Include schedules for implementing these activities.

Page(s) & source document: _____

C. Describe the proposed activities in the conservation plan:

You must submit a Habitat Conservation Plan. We strongly encourage you to ensure that your HCP is consistent with the Habitat Conservation Planning Handbook, subsequent Handbook addendums, and current policies to minimize delays in evaluating your application. The Handbook and other HCP information is available on the U.S. Fish & Wildlife Service's Endangered Species web page at <http://endangered.fws.gov/hcp/index.html> .

Provide a complete description of activity(ies) to be authorized or reference the applicable HCP or Implementing Agreement page numbers identifying the subject information.

The HCP must specify:

1. The impact that will likely result from the incidental taking. A discussion of the impact that will likely result from the incidental take should include quantification of any anticipated effects to the habitat of the species sought to be covered by the permit.
2. The steps that will be taken to minimize and mitigate such impacts, the funding that will be available to implement such steps, and the procedures to deal with unforeseen circumstances.
3. The steps that will be taken to monitor and report on such impacts, including a copy of the monitoring plan. We are authorized to require reports of activities conducted under a permit per the U.S. Fish & Wildlife Service's general permit regulations at 50 CFR 13.45.
4. Alternative actions to such incidental taking that have been considered and the reasons why these alternatives are not proposed for use.

5. The biological goals(s) and objectives for the HCP.

6. The duration requested for the proposed permit.

Page(s) & source document : _____

D. Implementing Agreement

An Implementing Agreement

is *is not* (FWS Regional Office to circle one)

required as part of the permit application for a Habitat Conservation Plan.

This Implementing Agreement must be signed at finalization of the HCP. Are you willing to commit to an Implementing Agreement at finalization of the HCP?

Yes, I am willing to commit to an Implementing Agreement. Please submit any unsigned, draft Implementing Agreement that you have prepared with our Field Office.

No, I am not willing to commit to an Implementing Agreement.

E. Identify other permits required:

1. List any additional valid permits currently held or other permits needed for the proposed activities (i.e. Corps of Engineers permits, Environmental Protection Agency NPDES permits, State, county or city permits, etc).

2. Attach a copy of permit or provide agency name, permit number (if any), effective date, and duration.

3. Provide information on any pending applications for the above permits and the reasons why the permits have not been issued.

Page(s) & source document: _____

Option IV. Permit Transfer or Succession of a Permit

Complete the following if you are applying for transfer of a valid Incidental Take permit to you or obtaining rights of succession of a valid Incidental Take permit. In addition, you and the current permit holder may also need to sign an assumption agreement. Please contact our Ecological Services Field Office nearest your activity to determine whether you and the current permit holder need to execute an assumption agreement. The contact information for our Ecological Services Field Offices can be found on the U.S. Fish & Wildlife Service web page at <http://offices.fws.gov/directory/listofficemap.html>.

Please indicate the name of the HCP to be transferred or succeeded and indicate the document's date.

Name of HCP _____

Date of HCP _____

An Assumption Agreement

is *is not* (FWS Ecological Services Field Office to circle one)

required as part of the transfer or succession permit application for the HCP.

Incidental Take Permit Application

Certification Notice

The same person who signs in box C.6 on page 1 of the application should sign (in blue ink) the following certification.

By submitting this application and receiving an Incidental Take permit pursuant to Section 10(a)(1)(B) of the Endangered Species Act, I

_____ (print name(s))
attest that I/we own the lands indicated in this application, or have sufficient authority or rights over these lands to implement the measures of the Habitat Conservation Plan (and Implementing Agreement if applicable) covered by the Incidental Take permit. Further, upon receipt of the Incidental Take permit, I/we agree to conduct the activities as specified in the Habitat Conservation Plan (and Implementing Agreement if applicable) according to the terms and conditions of the Incidental Take permit and its supporting documents.

signature (in blue ink)

date

please print name legibly

signature (in blue ink)

date

please print name legibly

The public reporting burden for completing this application is estimated to be 3 hours, including time for reviewing instructions, gathering and maintaining application data, and completing and reviewing the forms. Comments regarding the burden estimate or any other aspect of the reporting requirement(s) should be directed to the U.S. Fish & Wildlife Service Information Collection Clearance Officer, MS 222 ARLSQ, U.S. Fish and Wildlife Service, Washington, DC 20240.

An agency may not conduct a person is not required to respond to a collection of information unless a currently valid OMB control number is displayed.