



Federal Fish and Wildlife Permit Application Form

Return to:

U.S. Fish and Wildlife Service
Office of Law Enforcement

Send to the appropriate Issuing Office listed
on Page 4 for the State you listed in Block B.

Type of Activity: Import/Export License – U.S. Entities*

- New - \$100.00
Renewal of I/E License #LE- \$100.00
Amendment to I/E License #LE- \$50.00
Name/Address Change ONLY of Permit #LE- (no fee)

Complete all sections of this application.

See attached instruction pages for information on how to make your application complete and help avoid unnecessary delays.

Section A: All applicants MUST complete. Fields include: Name of Business, Federal Tax ID/SSN, Owner/Principal Officer info, Email Address, Telephone Numbers, etc.

Section B: All applicants MUST complete. Fields include: Address, City, State, Zip code, County.

Section C: All applicants MUST complete. Questions regarding payment, previous licenses, and certification.

* This application is for U.S. businesses that commercially import (receive into the U.S. from another country) or export (send out from the U.S. to another country) fish or wildlife (including parts and products). Businesses must be located in the United States to use this form.

Businesses located outside the United States (no U.S. presence at all) that carry their wildlife items into or out of the United States for commercial purposes should complete 3-200-3b.

Please continue to next page

**IMPORT/EXPORT LICENSE (U.S. Entities)
APPLICATION CONTINUATION SHEET**

SECTION D: ALL APPLICANTS MUST COMPLETE

NOTE: An Import/Export License is required ONLY if you commercially import (receive into the U.S. from another country) or export (send out from the U.S. to another country). No Import/Export License is required if your business ships exclusively within the U.S. or its Territories.

1. **Are you the sole owner?** Yes No (must check one)

2. **Additional Partner(s) or Additional Principal Officer(s) Information** (*list all – use additional pages as necessary*)
Name: _____
Complete Federal Tax Identification Number **or** last 4 of SSN: _____
Date of Birth: _____
Address/City/State/Zip (No P.O. Box, Retail Postal or Mail Service Center): _____

Phone Number: _____
Email address: _____

3. **Are you keeping your business records concerning imports and/or exports of wildlife under this license at the same location as Block B on page 1 of this application?** Yes No (must check one)
50 CFR 13.46 and 14.93 describes the required records that are to be maintained for five (5) years from date of expiration of the I/E License.
If no, provide location of business records (*list all – use additional pages as necessary*):
Name: _____
Primary Contact Name: _____
Address/City/State/Zip (No P.O. Box, Retail Postal or Mail Service Center): _____

Phone Number: _____
Email address: _____

4. **Are you keeping your wildlife inventories concerning imports and/or exports of wildlife under this license at the same location as Block B on page 1 of this application?** Yes No (must check one)
50 CFR 14.93 describes the requirements regarding wildlife inventory.
If no, provide location of wildlife inventories (*list all – use additional pages as necessary*):
Name: _____
Primary Contact Name: _____
Address/City/State/Zip (No P.O. Box, Retail Postal or Mail Service Center): _____

Phone Number: _____
Email address: _____

Please continue to next page

**IMPORT/EXPORT LICENSE (U.S. Entities)
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5. **General description** of the wildlife or wildlife products you wish to import/export. (Choose all that apply)
- Perishable
- Live (*50 CFR 13.41 requires that wildlife possessed under a license must be maintained under humane and healthful conditions*)
- Venomous
- Dead
- Products (Describe: food, sport hunted trophies, jewelry, footwear, carvings, etc.) _____
- _____
- Other (Describe) _____

6. **Type of animal** to be used as described in #5 above. (Choose all that apply)
- | | | | |
|--------------------------------------|--------------------------------|--|--|
| <input type="checkbox"/> Fish | <input type="checkbox"/> Coral | <input type="checkbox"/> Reptiles | <input type="checkbox"/> Amphibians |
| <input type="checkbox"/> Mammals | <input type="checkbox"/> Birds | <input type="checkbox"/> Insects/Arachnids | <input type="checkbox"/> Molluscs (Shells) |
| <input type="checkbox"/> Other _____ | | | |

7. **Disqualification Factor.** A conviction, or entry of a plea of guilty or nolo contendere, for a felony violation of the Lacey Act, the Migratory Bird Treaty Act, or the Bald and Golden Eagle Protection Act disqualifies any such person from receiving or exercising the privileges of a permit, unless such disqualification has been expressly waived by the Service Director in response to a written petition (50 CFR 13.21(c)). Have you or any of the owners of the business, if applying as a business, been convicted, or entered a plea of guilty or nolo contendere, forfeited collateral, or are currently under charges for any violations of the laws mentioned above?

Yes No (must check one)

If you answered "Yes" provide: a) the individual's name, b) date of charge, c) charge(s), d) location of incident, e) court, and f) action taken for each violation (*list all – use additional pages as necessary*).

Please continue to next page