



**Collecting Permit Application—Short Term (3 months)**

Approved by TTRS Board of Trustees: September 25<sup>th</sup>, 2007

- Applications and project descriptions must be submitted with a **hard and electronic copy**.
- Electronic copies: Submit via email to Ron Masters, Director of Research – [rmasters@ttrs.org](mailto:rmasters@ttrs.org)
- Hard copies: Dr. Ron Masters, Director of Research, Tall Timbers Research Station, 13093 Henry Beadel Drive, Tallahassee, FL 32312-0918.
- Applications may take up to two weeks for review.

1. **APPLICANT INFORMATION:**     Scientist     Student     Other-Specify: \_\_\_\_\_

APPLICANT: \_\_\_\_\_

TITLE: \_\_\_\_\_

DEPARTMENT or UNIT: \_\_\_\_\_

INSTITUTION or AGENCY: \_\_\_\_\_

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

CITY/STATE/ZIP: \_\_\_\_\_ OFFICE PHONE: \_\_\_\_\_

OFFICE FAX: \_\_\_\_\_ EMAIL: \_\_\_\_\_

2. **PROJECT DURATION DATES** (Month/year to month/year): \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ to \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

3. **STATION VISITATION SCHEDULE** (How often? Weekly, monthly, etc.):  
\_\_\_\_\_

4. **RESEARCH OR LAND MANAGEMENT STAFF SPONSOR:**  
\_\_\_\_\_

5. **CONTACT LISA BAGGETT (850) 893-4153 x 241 FOR INFORMATION ON ACCOMMODATIONS.**

6. **FULL PROJECT TITLE (Do not truncate):**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

7. **EXPECTED PUBLICATIONS:**     None     Dept/Agency Report     Refereed

8. **FUNDING:**

FUNDING SOURCE:     Department/unit     University     State     Federal     Private

**9. JUSTIFICATION FOR COLLECTING PERMIT:**

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**10: PERMIT REQUIREMENTS**

Please read and answer the following items carefully. Researchers will not be allowed access to Tall Timbers Research Station (TTRS) until they obtain the appropriate permit(s) from state or federal agencies if required, or TTRS has been informed by the agency (ies) involved that no permits are required for the project described in this application. It is the user's responsibility to obtain the appropriate permit(s) and to provide the Director of Research with copies of permit(s).

- A. Permit request is for  Terrestrial plants  Aquatic plants  
 Vertebrate animals  Invertebrate animals
- B. Does your project involve the collecting (including banding and/or color marking) of vertebrate wild animals, aquatic plants, or invertebrates?  Yes  No
- If "Yes," you may need to obtain a scientific collecting permit from the Florida Fish & Wildlife Conservation Commission. Please append permit.
  - Prior to beginning a research project involving the use of vertebrate animals, you must receive approval from the animal care committee (IACUC) at your home institution. (This is often the same committee that oversees the care of laboratory animals.) Please append written approval to this application.
- C. Does your project involve the collection, banding, and/or marking of birds?  Yes  No
- If "Yes," you will need a federal permit from the U.S. Fish and Wildlife Service. Please append permit.
- D. Does your project involve working with plants or animals that are Florida or Georgia state listed species of special concern?  Yes  No
- If "Yes," you will need to obtain a memorandum of understanding (MOU) from Florida Fish & Wildlife Conservation Commission or Georgia Department of Natural Resources. Please append permit.
- E. List species and number of specimens to collect in a separate attachment.

**11. ACTUAL NUMBER OF SPECIMENS TO COLLECT:** \_\_\_\_\_

**12. INSTITUTION WHERE VOUCHER SPECIMEN WILL RESIDE:** \_\_\_\_\_  
**CURATOR CONTACT INFORMATION:** \_\_\_\_\_

**13. IN CASE OF EMERGENCY:**

Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

<b><u>FOR ADMINISTRATIVE USE ONLY</u></b>	Date Received: _____
Director _____	Date _____
Permit Number: _____	Date Issued: _____
Verification received for deposit of voucher specimen.	Date Deposited: _____
Institution _____	Specimen # _____
Listing of specimens actually collected provided to Tall Timbers: <input type="checkbox"/> Yes <input type="checkbox"/> No	