



Herptile Code Permit Annual Reporting Form

Permittee Name _____ Permit # _____

Mailing Address _____

City/State/Zip Code/Phone _____

Calendar year covered by report _____ Do you wish to renew? _____

SCIENTIFIC AND RESEARCH PERMIT HOLDERS: Attach a report of your research activities, in typical scientific format (Introduction/Materials & Methods/Results/Discussion/Literature Cited), during the calendar year covered, and include copies of any reports, papers, or notes that resulted from studies conducted under the auspices of this permit. Include a list of species encountered, quantities of each, and locations by either GPS points and/or maps with locations pinpointed by species occurrences. GPS points are preferred over maps. This report form should be submitted between January 1 and January 31.

RESIDENT HERPETOCULTURE PERMIT HOLDERS: Complete the second page of this report form, documenting all native species activities during the calendar year covered. This report form should be submitted between January 1 and January 31.

RESIDENT SPECIAL USE PERMIT HOLDERS: Complete the second page of this report form, documenting all Special Use species activities during the calendar year covered. Attach a minimum of the six required letterheads documenting educational programs completed during the calendar year. Attach the renewed liability insurance document for the next calendar year. This report form should be submitted between January 1 and January 31.

LIMITED ENTRY NON-RESIDENT HERPETOCULTURE PERMIT HOLDERS: Complete the second page of this report form, documenting all native species activities during the calendar year covered, while in Illinois. This report form should be submitted within 30 days after expiration date of the permit.

LIMITED ENTRY NON-RESIDENT SPECIAL USE PERMIT HOLDERS: Complete the second page of this report form, documenting the Special Use species activities during the calendar year covered, while in Illinois. This report form should be submitted within 30 days after expiration date of the permit.

CERTIFICATION—To the best of my knowledge and belief, all statements made on this report form and attachments are accurate and complete.



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NON-RESIDENTS—list species inventories as male.female.unknown sex

SPECIES	# entering IL at permit issuance	# leaving inventory while in IL **	# exiting IL with returning home

** either send duplicates of all detailed sales receipts or scan and attach them to the return email address; If inventory reductions are not from sales, provide information as to what the inventory reduction was: _____

When you complete and SAVE this annual report form, you may then email it to:

Scott Ballard
 IL Dept. Natural Resources
 Southern Region E&T Recovery Species Specialist/Herpetologist
 1027 S. Division St.
 Carterville, IL 62918
 (618) 694-3398 Scott.Ballard@Illinois.gov

And please include Susan.Duke@illinois.gov on the cc of the email for your file at IDNR.

2019 Herptile Permit RENEWALS

You may pay your annual Herptile Permit Renewal fee (Jan 1, 2019 – Dec 31, 2019) online at:
[Pay My 2019 Herptile Permit Fee](https://magic.collectorsolutions.com/magic-ui/payments/illinois-dnr-p/202195) <https://magic.collectorsolutions.com/magic-ui/payments/illinois-dnr-p/202195>

Or you may send your written paper check to:

Susan J. Duke
 One Natural Resources Way
 Springfield, Illinois 62702-1271
 Desk (217) 785-4416 Fax (217) 785-2438 susan.duke@illinois.gov