





**INSTRUCTIONS FOR COMPLETING THE COMMERCIAL NATIVE RATTLESNAKE PERMIT APPLICATION**

Please allow 60 calendar days for processing the application. This permit covers the commercial use and possession of native rattlesnakes for biomedical and therapeutic purposes. Records must be kept in accordance with Section 42(h), Title 14, of the CCR. A copy of the Commercial Native Rattlesnake Permit Record (form DFW 1044A) shall be submitted to the Department with renewal application by ~~December 31<sup>st</sup>~~ **November 1<sup>st</sup>** of each year. No permit shall be renewed unless the completed Commercial Native Rattlesnake Permit Record is submitted.

**NOTE: PERMITTEES WHO ARE NOT RENEWING THEIR PERMITS MUST SUBMIT A COMMERCIAL NATIVE RATTLESNAKE PERMIT RECORD BY DECEMBER 31<sup>ST</sup> OR WITH 30 DAYS OF THE BUSINESS CLOSURE.**

**IMPORTANT: If you are not housing native rattlesnakes but will be developing products derived from native rattlesnake venom, please check the box above the signature line.**

**NEW APPLICANTS:** You must be at least 18 years of age. You must have your permanent rattlesnake housing facility built and ready to be inspected by the Department when you submit this application. Submit the inspection fee, as specified in Section 703 with this application. If the permitted facility houses native rattlesnake species, your permanent rattlesnake housing facility must pass an inspection by the Department, as specified in Section 42(~~de~~), before your permit may be issued. The Department will contact you to schedule an appointment to have your facility inspected.

**IMPORTANT:** Incomplete applications will be returned and could delay the issuance of your permit. Contact the License and Revenue Branch at (916) 928-5853 or [spu@wildlife.ca.gov](mailto:spu@wildlife.ca.gov) if you need additional information regarding Commercial Native Rattlesnake Permits.

1. It is mandatory to complete all items.
2. If renewing your permit, you must submit ~~copies of records required in Section 42(h)~~ a completed Commercial Native Rattlesnake Permit Record (DFW 1044A).
3. A resume that provides the dates and description of an applicant's or their employee's experience working with venomous snakes or snake venom and meeting the minimum qualifications, as described in Section 42(c).
4. Proof that you and any employees involved in handling rattlesnakes or their venom are at least 18 years of age, as described in Section 42(d).
5. A letter of reference, as described in Section 42(d).
6. A statement of purpose, as described in Section 42(d).
7. A copy of your Emergency Action Plan for each facility, as described in Section 42(g).
8. Sign and date the application.
9. Mail this application, the Commercial Native Rattlesnake Permit Record (renewals only), a copy of identification, all required attachments listed above, and a cashier's check, money order, personal or business check\* or credit card\*\* authorization form with the appropriate fee to the Department of Fish and Wildlife, License and Revenue Branch, 1740 N. Market Blvd., Sacramento, CA 95834 or apply in person. **DO NOT SEND CASH.**\*\*\*

**INDIVIDUAL AND BUSINESS IDENTIFICATION REQUIREMENTS**

Section 700.4(c), Title 14, of the California Code of Regulations (CCR) states any applicant applying for any license, tag, permit, reservation or other entitlement issued via the Automated License Data System (ALDS) shall provide valid identification.

All business applicants must provide documentation identifying the business' structure type. Acceptable forms of business identification include:

- Articles of Incorporation
- Statement of Partnership
- Registration as a Limited Liability Partnership; or
- Certificate of Limited Partnership
- Statement of Partnership Authority
- Statement of Sole Proprietorship

If a business' identification names individual(s), each individual must provide a valid individual identification and provide their date of birth, sex, hair and eye color, height and weight.

**NOTICE**

**Disclosure Statement** - Under Section 42, Title 14, of the CCR, the Department of Fish and Wildlife is authorized to collect information from applicants to maintain a record of licensure. All information requested on this application is mandatory unless otherwise indicated. An applicant's name and city of residence may be provided to the public if requested. Other personal information submitted on this application may be released for law enforcement purposes, pursuant to court order, or for official natural resources management purposes.

A licensee may obtain a copy of his/her license records maintained by the Department by submitting a written request to the Custodian of Records, Department of Fish and Wildlife, License and Revenue Branch, 1740 N. Market Blvd., Sacramento, CA 95834. All requests must include the requester's name, address, and telephone number.

**PAYMENT POLICY**

\* **Personal or business checks** will be accepted by the Department if name and address are imprinted on the check. Checks returned to the Department due to insufficient funds will render your permit invalid. The Department may also deny the issuance or renewal of any permit if a person has failed to reimburse the Department for the amount due. Any activity performed without a valid permit is a violation of the Fish and Game Code and therefore subject to enforcement action.

\*\* **Credit Cards**—Licenses, permits, tags, stamps, or registrations may be purchased with a Visa or MasterCard.

\*\*\* **Cash** will no longer be accepted at California Department of Fish and Wildlife offices starting January 1, 2017.