



## Wildlife Rehabilitation New Permit Application Process

Permitted wildlife rehabilitation facilities in California must comply with all code and regulations, policies, and protocols established by the California Department of Fish and Wildlife (CDFW). Any person interested in operating a wildlife rehabilitation facility must first demonstrate to CDFW the need for a new facility. Such documentation shall be provided to CDFW in writing by email (preferred) at [RehabWildlife@wildlife.ca.gov](mailto:RehabWildlife@wildlife.ca.gov); or by mail at ATTN: WHL/Wildlife Rehab Program, 1701 Nimbus Rd., Rancho Cordova, CA 95670.

### STEP 1. INITIAL APPROVAL PROCESS

- Interested parties must provide two letters from permitted facilities stating the need for a new facility to increase local or regional capacity to possess rehabilitation animals.
- Licensed veterinarian may provide verification of credentials in lieu of one letter of support.
- The Department will provide a written determination within 30 days of reviewing the letters of whether a new facility is needed. Permits are only considered if there is a need.

### STEP 2. APPLICATION PROCESS

Application Packet - Upon approval by CDFW to proceed with the application process, the applicant shall submit the following required documents.

- 1) Wildlife Rehabilitation Permit Application Form FG 542 (provided by Department).
- 2) Cover letter that shall include:
  - Address and county of proposed facility;
  - Demonstration of 400 hours of experience in a 2-year period at a permitted facility in California within the last five years (or experience deemed equivalent).
  - Statement of general intent with 1) list of species allowed for rehabilitation at the facility; 2) maximum patient capacity; and 3) description of record keeping system (e.g., Wildlife Rehabilitation Medical Database).
- 3) Facility protocols: 1) animal intake process; 2) euthanasia; 3) carcass disposal; 4) handling public inquiries; 5) staff trainings and/or certification; 6) animal diet and behavioral enrichment; and 7) biosecurity measures (i.e., sanitation, quarantine, isolation).
- 4) Emergency evacuation plan for wildlife including transport, portable caging and/or equipment, temporary care options, access to animal care supplies.
- 5) Letter from the veterinarian (Veterinarian of Record) who will agree to sponsor the applicant by overseeing diagnoses, medication, and surgical procedures by the proposed facility.
- 6) Pictures and/or diagrams of caging at the facility that meets minimum standards, that include cage dimensions, caging materials, and caging location to ensure proper separation from domestic animals and human contact (see Minimum Standards information below).
- 7) Proof of proper zoning permit(s) to rehabilitate wild animals, if required by a local agency – **or** – letter from a local agency stating the facility will not be violating any ordinance.
- 8) Section 700.4(c), Title 14, of the 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. Acceptable forms of individual identification include:



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- Any license document or GO ID number previously issued via ALDS
- Valid driver's license or identification card issued by the Department of Motor Vehicle
  - US Birth Certificate or Consular Report of Birth Abroad
    - US Passport
  - Tribal Identification Card (defined by each sovereign tribal nation)
    - Birth Certificate or passport issued from a US Territory
- US Military Identification Cards (e.g., Active or reserve duty, retired, discharged)
  - Certificate of Naturalization or Citizenship
  - A foreign government-issued photo identification

Application Packet Submission - The application packet, including the non-refundable processing fee of \$65.41 (check or credit card authorization), shall be submitted to CDFW via US Postal Service at:

California Department of Fish and Wildlife  
ATTN: License and Revenue Branch  
P.O. Box 944209, Sacramento, CA 94244-2090

### STEP 3. PROPOSED FACILITY INSPECTION

- If CDFW determines that all application requirements are met, the proposed facility shall be inspected by CDFW upon receipt of the refundable inspection fee of \$181.28. If the potential facility passes the inspection, the applicant will be issued a California Wildlife Rehabilitation permit valid for 3-years.
- An applicant will be notified in writing by CDFW if the potential facility is determined to have *not* met minimum standards during inspection.

### ADDITIONAL INFORMATION

- More information about the CDFW Native Wildlife Rehabilitation Program is available at [wildlife.ca.gov/wildliferehab](http://wildlife.ca.gov/wildliferehab)
- See [Minimum Standards for Wildlife Rehabilitation, 2000, Third Edition](#) manual published jointly by the International Wildlife Rehabilitation Council and the National Wildlife Rehabilitators Association for caging requirements
- Migratory Bird Rehabilitation: Federal permit issued by the U.S. Fish and Wildlife Service, or proof of permit application in progress, required *prior* to rehabilitating any federally protected migratory bird species.
- Note: If CDFW determines that all application requirements are *not met*, the applicant will be notified within 60 days of that determination. Any person denied a permit under CCR section 679 may request a hearing before the Fish and Game Commission to show cause why their permit request should not be denied.