



**Mississippi Department of Marine Resources (MDMR)
Marine Fisheries Office
Guidelines for the Application of a
Special Permit**

1. When making the initial request in writing for a special permit the applicant must include the following information:
 - a) Name, address and daytime phone number of applicant.
 - b) Names of all person(s) that will be conducting field activities under the provisions of the specific permit.
 - c) Target species and number of each to be collected (if applicable).
 - d) Registration, documentation, and/or license tag number(s) of all vessels and/or vehicles that will be involved in field activities. Name, make, and length of vessel(s) should also be included, if applicable.
 - e) A general description of all activities which will be conducted.
 - f) A proposed schedule of collection activities by date, the estimated duration of the collection activities for each sampling event, sampling methods, number and size of all gear to be used, and frequency of activity by gear type.
 - g) Each collection location must be identified by GPS or Lat./Long. And a map showing the geographical location of the collection activities shall be attached to the application.

Note: If the information identified in 1.b, 1.c, 1.d., 1.e., 1.f, and 1.g. changes or is otherwise not specified at the time of the submission of the application, the applicant shall provide the specific information in writing to the MDMR Marine Fisheries Office by mail, fax (228-374-5220), or email (specialpermits@dmr.ms.gov) at least seven days prior to proposed sampling activity.

2. Applications should be submitted at least 30 days prior to the proposed project start date to provide sufficient review time for MDMR personnel. Each application received will be reviewed based on individual project merit. After review by MDMR personnel, a recommendation will be made to the Executive Director or his designee as to the validity of the permit request and if it has sufficient merit for issuance.

3. A complete written report of all collection activities must be submitted to the MDMR Marine Fisheries Office within 30 days of the expiration date of the permit.
4. The taking of threatened or endangered species is strictly prohibited, unless proper authority is received from the authorized regulatory federal/state agencies. A copy of said authority must be submitted to the MDMR along with the initial application of the scientific collection permit.
5. MDMR Special Permits are only valid in the marine waters under the territorial jurisdiction of the State of Mississippi. These waters include all waters south of Interstate 10 in Hancock, Harrison and Jackson Counties and extend to approximately three miles south of the barrier islands of Petit Bois, Horn, Ship and Cat Islands in Mississippi. To conduct sampling activities within the one-mile boundary of the Gulf Islands National Seashore (Petit Bois, Horn or Ship Islands) permission must first be obtained from the National Park Service located in Ocean Springs, MS at (228) 875-9057.
6. No species collected under the authority of an MDMR Special Permit may be sold, bartered, traded or consumed. Only applicants that can demonstrate a specific need for retaining specimens as an integral part of the project will be authorized to retain those specimens.
7. The MDMR Marine Patrol Office must be notified at (228) 523-4134 at least 24 hours prior to any field activity conducted under the provisions of an MDMR Special Permit.
8. All authorized personnel must possess valid identification and a copy of the permit when conducting activities under the provisions of an MDMR Special Permit. Permits are not transferable, but may be issued to more than one applicant. At least one authorized person must accompany samples at all times.
9. The Executive Director or his designee reserves the right to cancel at any time any existing MDMR Special Permit.
10. All MDMR Special Permits will expire December 31 of the year of issuance, unless otherwise noted. The Executive Director or his designee may otherwise set time limits or restrict the duration of collection activities as deemed necessary.