

**Title:** Obtain an 'Appendix A' Signature

**Summary:** Summarizes the process of applying for a research permit within a National Park

**Prerequisite:** Apply for a Research Permit

**Background:**

You will trigger the requirement for an Appendix A during the application process if you select the option to permanently retain specimens in a non-NPS repository.

## Step 1.Download Application as a PDF

You can print the application once submitted:

Alternatively, from the Investigator Dashboard, if an Appendix A is required, you will see notification in the second panel:

**Investigator Dashboard**

**Tasks in Progress**

Draft Applications: Complete and Not Submitted (30)

**Appendix A for Non-NPS Repository: Obtain Signature and Return to Park Coordinator (16)**

| Park                                | Study Title                                      | Repository                               | Sent to Coordinator      |
|-------------------------------------|--------------------------------------------------|------------------------------------------|--------------------------|
| <input checked="" type="checkbox"/> | ABLI Title autogenerated on 6/14/2013 4:00:14 PM | Aaron T. Dossey Collection               | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> | ABLI Title autogenerated on 6/14/2013 4:00:14 PM | test entering manual                     | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> | WIHO sadf                                        | San Diego Natural History Museum         | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> | YELL dsdS DSAdsa DFSA dfs                        | Arizona State University, School of E... | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> | YELL wqevqevqevq eviq eviq eviq                  | Arizona State University                 | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> | YELL gfdsg gfdsg gfdsg                           | Angelo State University                  | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> | YELL asd dsa                                     | AMAR Laboratories, Inc.                  | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> | YELL asd dsad dsa                                | Academy of Natural Sciences Philadel...  | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> | YELL weq eviq ew                                 | Ablene Christian University              | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> | YELL qwe eviqe wqe                               | Ablene Christian University              | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> | YELL hgdng gfd                                   | Ablene Christian University              | <input type="checkbox"/> |

Finalized Permits: Validate by Completing Signature Process (15)

Permits to Renew: Reapply for New Permit (4)

Investigator Annual Report: Submit Findings (12)

From here you can view any of Applications and download a printable version:

**Application Profile**

[Download Printable File](#) [Use as Template](#)

**Pending review**

**Application Details**

**Study Title**

## Step 2. Print Appendix A of Application and Sign

You can either print the entire Application or, if you wish to, print only the pages of Appendix A.

 **APPLICATION FOR A SCIENTIFIC RESEARCH AND COLLECTING PERMIT**  
United States Department of the Interior  
National Park Service  
All or some of the information you provide may become available to the public.

**Appendix A: Proposed Repository for Collected Specimens**

A principal investigator has requested permission to collect specimens for permanent retention in whole or in part and has requested that the specimens and/or material originating from such specimens be loaned by the U.S. National Park Service (NPS) to a repository that is not administered by the NPS. The principal investigator has been instructed to obtain the signature of the repository official(s) as part of the permit application. The following information should be completed and provided to the principal investigator. The principal investigator is responsible for ensuring the original signed form (or fax of the signed form) is received by the appropriate Park Research Coordinator. Each non-NPS institution proposed to receive loaned specimens or material originating from such specimens must complete this form. Note that all specimens collected and material originating from such specimens remain Federal property.

|                                                                                                                                                                                                                                                                                                                  |                                                           |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------|
| <b>Principal Investigator:</b>                                                                                                                                                                                                                                                                                   | Office phone #:<br>Office FAX #:<br>Office email address: |
| Scientific description of collected specimens and/or material originating from such specimens proposed to be loaned to the non-NPS institution identified below (include taxonomic group or name, or type of material; sample size, quantity, frequency, and location):<br>fridge                                |                                                           |
| Non-NPS institution where specimen identified in the box, above, are proposed to be deposited:<br><b>Organization Information</b>                                                                                                                                                                                |                                                           |
| Institution:<br>Address:<br>Office Phone #:<br>Office FAX #:<br>Responsible official Email:                                                                                                                                                                                                                      |                                                           |
| This organization concurs with the proposal that collected specimen identified above be loaned to this institution for the purposes of storage, management, and research subject to the "General Permit Conditions" and the terms of applicable National Park Service loan agreements (available from the park). |                                                           |
| (Signature of responsible official at custodial institution)                                                                                                                                                                                                                                                     | (Date)                                                    |
| (Name of responsible official - please print)                                                                                                                                                                                                                                                                    | (Title of responsible official - please print)            |

## Step 3. Have Appendix A Signed By Repository Official

|                                                                                                                                                                                                                                                                                                                   |                                                |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|
| Responsible official Email:                                                                                                                                                                                                                                                                                       |                                                |
| This organization concurs with the proposal that collected specimens identified above be loaned to this institution for the purposes of storage, management, and research subject to the "General Permit Conditions" and the terms of applicable National Park Service loan agreements (available from the park). |                                                |
| (Signature of responsible official at custodial institution)                                                                                                                                                                                                                                                      | (Date)                                         |
| (Name of responsible official - please print)                                                                                                                                                                                                                                                                     | (Title of responsible official - please print) |

## Step 4. Send Signed Appendix A to Park Research Coordinator

You or the repository can send the Park Research Coordinator the Signed Appendix A (assuming there are both signatures).

The mailing address of the Park Research Coordinator is found on the Park Profile page.

### Acadia National Park

Park Information
IARs

#### Research Contact Information

|                                          |                                                                                   |
|------------------------------------------|-----------------------------------------------------------------------------------|
| Primary Contact Name:                    | David Manski                                                                      |
| Address:                                 | Acadia National Park<br>P.O. Box 177<br>Bar Harbor, ME 04609                      |
| Phone:                                   | 207-288-8720                                                                      |
| Fax:                                     | 207-288-8709                                                                      |
| Email:                                   | nobody@some.gov                                                                   |
| Title of Person Approving Research:      | Chief of Resource Management                                                      |
| Personnel Approving Research:            | David manski                                                                      |
| Park Superintendent's E-Mail:            | nobody@some.gov                                                                   |
| Personnel Recommending Permit Approvals: | Park staff resource managers                                                      |
| Additional Information:                  | <a href="http://www.nps.gov/acad/index.htm">http://www.nps.gov/acad/index.htm</a> |

#### Research Conditions

Prior to the start of work in Acadia National Park, the Permittee will furnish to Chief Biologist David Manski (voice-207/288-8720; fax-207/288-8709; email-

## Step 5. Check Off Signature Box in Dashboard

From the Investigator Dashboard, you can now check the box that the Appendix A has been sent to the Park Research Coordinator. **Please note, however, that your obligation to submit the Appendix A is not complete until the Park Research Coordinator has received the signatures.**

| Appendix A for Non-NPS Repository: Obtain Signature and Return to Park Coordinator (15) |                                             |                                         |                          |  |
|-----------------------------------------------------------------------------------------|---------------------------------------------|-----------------------------------------|--------------------------|--|
| Park                                                                                    | Study Title                                 | Repository                              | Sent to Coordinator      |  |
| <input checked="" type="checkbox"/> ABLI                                                | Title autogenerated on 6/14/2013 4:00:14 PM | test entering manual                    | <input type="checkbox"/> |  |
| <input checked="" type="checkbox"/> WIHO                                                | sadf                                        | San Diego Natural History Museum        | <input type="checkbox"/> |  |
| <input checked="" type="checkbox"/> YELL                                                | gfdsf gfds gfds                             | Angelo State University                 | <input type="checkbox"/> |  |
| <input checked="" type="checkbox"/> YELL                                                | asd dsa                                     | AMAR Laboratories, Inc.                 | <input type="checkbox"/> |  |
| <input checked="" type="checkbox"/> YELL                                                | asd dsad dsa                                | Academy of Natural Sciences Philadel... | <input type="checkbox"/> |  |
| <input checked="" type="checkbox"/> YELL                                                | weq ewq ew                                  | Abilene Christian University            | <input type="checkbox"/> |  |
| <input checked="" type="checkbox"/> YELL                                                | qwe ewqe wqe                                | Abilene Christian University            | <input type="checkbox"/> |  |
| <input checked="" type="checkbox"/> YELL                                                | hgdhg gfd                                   | Abilene Christian University            | <input type="checkbox"/> |  |
| <input checked="" type="checkbox"/> YELL                                                | retertert                                   | Academy of Natural Sciences Philadel... | <input type="checkbox"/> |  |
| <input checked="" type="checkbox"/> YELL                                                | rewer                                       | Adams State College                     | <input type="checkbox"/> |  |
| <input checked="" type="checkbox"/> YELL                                                | gfhfgh hgf                                  | Herbarium MJG                           | <input type="checkbox"/> |  |

### **Recommended Modules to Read Next**

Use an Existing Application as a Template for Another

Sign a Permit