**Section 2520.50 Issuance of Replacement Hunting, Fishing and Trapping Licenses, Stamps and Permits**

a) DNR will issue replacements for lost licenses, stamps and permits. A fee of $3.00 per license, stamp or permit will be charged to defray the cost of handling.

b) DNR will issue replacements at no cost when DNR loses the sportsman's hunting, fishing, Sportsman's Combination, ginseng harvester, or trapping licenses, stamps or permits.

c) The procedure for obtaining a replacement license, stamp or permit is as follows:

1) Individual loss of a license, stamp or permit issued by an agent – An individual may request a replacement license, stamp or permit from any agent location. The individual may obtain a replacement license, stamp or permit from any agent for a $3.00 fee per license, stamp or permit.

2) Individual loss of a license, stamp or permit consigned from DNR – Individuals may request an application for a replacement license, stamp or permit from the Springfield office at the address in this subsection (c)(2). The individual requesting the replacement license, stamp or permit should return a copy of the original application or a properly completed and notarized Replacement License, Stamp or Permit Application and forward it with a $3.00 fee per license, stamp or permit to:

 Illinois Department of Natural Resources

P.O. Box 19459

Springfield IL 62794-9459

3) DNR loss – The DNR location requesting the replacement should complete on agency letterhead a request for a replacement and forward the request to: Department of Natural Resources, Replacements, One Natural Resources Way, Springfield IL 62702. The request should be completed in triplicate with one copy retained at the location and one copy given to the person whose license, stamp or permit was lost. This copy of the request will allow the person to hunt or fish in the interim prior to receipt of the replacement. Information contained in the replacement request letter must include:

A) date of the letter;

B) indication that the letter may be used by the person in lieu of a license, stamp or permit for up to 30 days from the date on the letter;

C) DNR location requesting the replacement (including address and contact phone number);

D) the name, complete mailing address, county of residence, date of birth, height, weight, hair color, eye color and daytime phone number of the person receiving the replacement;

E) indication of what licenses, stamps or permits need to be replaced; and

F) the printed or typed names and signatures and the date of signature of the authorized persons at the DNR location issuing the replacement letter and the location supervisor.

(Source: Amended at 33 Ill. Reg. 15742, effective November 2, 2009)