**Section 528.50 Initial Application and Verification**

a) The first time an individual applies for landowner permits based on property ownership or for a farm-related tenancy agreement, the applicant must fill out and sign an application to identify the landowner/tenant (including the landowner's/tenant's tax parcel ID number), verify eligibility, and specify which permits are requested.

b) For applications, proof of ownership must be provided by one of the following methods:

1) Submittal of a copy of property deed, recorded/file stamped by the County Recorder or County Clerk;

2) Submittal of a copy of contract for deed, recorded/file stamped by the County Recorder or County Clerk;

3) Submittal of a copy of the most recent real estate tax statement for the property that identifies the property acreage (upon which the landowner's name appears as landowner, or the person signing the application appears as landowner);

4) Submittal of a copy of a current Farm Service Agency 156EZ form; or

5) Submittal of a copy of a trust agreement that indicates the trust owns at least 40 acres and the applicant is a current income beneficiary of the trust.

c) Tenant permit applicants are required to submit, in addition to the landowner certification and proof of ownership (see subsection (b)), a copy of one of the following:

1) A copy of a lease or a rental agreement, file stamped as recorded by the County Recorder or County Clerk, covering the current year. The agreement must contain the landowner's signature, tenant's signature, description of monetary consideration, specified period of the lease and acreage involved, and a statement that the lease is for agricultural purposes; or

2) A copy of a current Farm Service Agency 156EZ form.

d) For applications made based upon lands owned by a corporation, limited liability company or partnership, the items listed in subsections (d)(1) and (d)(2) must be attached to the application upon submittal to the Permit Office.

1) A duly authorized officer of the corporation, limited liability company or partnership must sign a notarized statement authorizing the applicant to hunt on the corporate, company, trust or partnership lands for which a permit is being requested. This statement must:

A) identify the applicant as a bona fide equity shareholder, member, or partner, as defined in Sections 528.10 and 528.20;

B) provide authorization to hunt; and

C) declare that no more than 15 authorizations will be requested per county for the corporation or limited liability company and no more than 3 authorizations will be requested per county for partnership lands.

2) In addition:

A) Corporation applicants must submit a copy of ownership interest in a for-profit corporation with a fully-executed stock certificate, articles of incorporation or corporate agreement.

B) Limited liability company applicants must submit a copy of the limited liability company's articles of organization or the operating agreement.

C) Limited partnerships, limited liability limited partners, and limited liability partnership applicants must submit a copy of the partnership agreement, certificate of partnership or statement of qualification.

D) General partnership applicants must submit a copy of the partnership agreement.

e) For applications made based upon lands owned by a trust, the items listed in subsection (1) and (2) below must be attached to the application upon submittal to the Permit Office.

1) A duly authorized trustee of the trust must sign a notarized statement authorizing, in accordance with their authority under the trust, the applicant to hunt on the trust lands for which a permit is being requested. This statement must:

A) identify the applicant as a bona fide current income beneficiary, as defined in Sections 528.10 and 528.20; and

B) provide authorization to hunt.

2) A copy of the trust documents that holds title to the land.

f) Application forms are available on the Department's website at www.dnr.illinois.gov and in person at One Natural Resources Way, Springfield IL.

g) Applications and accompanying documentation must be mailed to the permit office at:

Illinois Landowner Permit

Illinois Department of Natural Resources

P.O. Box 19227

Springfield IL 62794-9227

(Source: Amended at 45 Ill. Reg. 8382, effective June 23, 2021)