

## Instructions for Shipping Eagles to the NYS DEC Wildlife Health Unit

1. For any eagle found dead in New York state, contact your local [New York State Department of Environmental Conservation \(NYS DEC\) Regional Wildlife Office](#) to report it. Depending on the situation, the wildlife office may collect the carcass and will submit it to the Wildlife Health Unit (WHU). If not, please follow the steps below.
2. To directly submit a dead eagle found in New York to the WHU, please contact the Unit prior to shipping at (518) 478-2203, or email [wildlifehealth@dec.ny.gov](mailto:wildlifehealth@dec.ny.gov). Once approved, you will receive a pre-paid FedEx label in your email. Fill out a specimen submission form at <https://nwdc.wildlifesubmissions.org> (PDF copy provided below **only if you do not have access to the website**), print the completed form, place it in a Ziploc<sup>®</sup> bag, and attach it to the bagged specimen. Do **not** remove any identifying tags (leg bands, GPS transmitters, etc.) attached to the specimen. All eagle specimens should be double bagged and placed in a cooler before putting them in a cardboard shipping box. Coolers should be taped shut with a continuous wrap around the cooler lid and a wrap at each end. If you require a cooler, one can be sent to your address with a pre-filled FedEx<sup>®</sup> return label. Make sure to add ice packs or frozen water bottles, but **no bagged ice cubes** please. Any coolers that need to be returned will be disinfected and sent back as soon as the specimens are received. A UN3373, Biological Substance, Category B label must be attached on the outside of the box. A label can be found and printed out [here](#).
3. Bring the package to [your local FedEx Office<sup>®</sup>](#). The WHU is not open on weekends, so please **only ship specimens on Monday-Thursday**. If you have recovered an eagle on a weekend (Friday-Sunday), please double-bag the specimen and place it in a cooler with ice packs or frozen water bottles until Monday. If the specimen will not be shipped within 48 hours, and/or if there are active maggots present, please freeze the specimen prior to shipping.
4. After sending the package, email the completed submission form and the package's tracking number to Kevin Hynes, Wildlife Health Program Leader ([kevin.hynes@dec.ny.gov](mailto:kevin.hynes@dec.ny.gov)).

## IMPORTANT INFORMATION TO INCLUDE IN SUBMISSION FORM

The following information can be important in determining the most likely cause of death of the specimen:

- A detailed history/event information relevant to submission (i.e., found alive, struggling to stand, wings drooping, head tilt, found in water, found after snowstorm, etc.)
- Exact Location (if possible, provide coordinates, landmarks, etc.)
- Any photos/videos taken from the event (can be submitted on online form or sent via email)
- Date found
- Date of death (if known)
- Any ID number related to specimen (band number, vet ID number, etc.)
- Submitter information (name, address, phone number)



**For questions, please contact:**

Kevin Hynes  
Wildlife Health Program Leader  
Division of Fish and Wildlife  
108 Game Farm Road  
Delmar, NY 12054  
P: 518-478-3034,  
e-mail: [kevin.hynes@dec.ny.gov](mailto:kevin.hynes@dec.ny.gov)