

**Request for Species List:**

Mr./Ms. xxx  
U.S. Fish and Wildlife Service/National Marine Fisheries Service  
Division of Endangered Species

Dear Mr./Ms. xxx:

In accordance with the [development of XYZ's ACP] under the Clean Water Act and with procedures recommended in the Inter-agency Memorandum of Agreement Regarding Oil Spill Planning and Response Activities Under the Federal Water Pollution Control Act's National Oil and Hazardous Substances Pollution Contingency Plan and the Endangered Species Act, I am seeking your support in the [Coast Guard's/EPA's] development of the [name of plan]. In order to complete [name of plan], [Coast Guard/EPA] needs to identify the listed species and designated critical habitat that may be affected in the event of an oil spill. This [name of plan] is being maintained with the assistance of [name of Service staff] of the U.S. Fish and Wildlife Service/National Marine Fisheries Service and in accordance with the procedures identified at 40 CFR Part 300, the National Contingency Plan.

Thank you for your efforts in this matter. If you require additional information, please contact [provide a contact with a telephone number].

Sincerely,