

VOUCHER POLICY

Updated in **October 2011**
By **Check List** editorial board
Current Editor-in-chief: **Henrique Caldeira Costa**

INFORMATION BELOW APPLIES TO ALL TAXA, EXCEPT WHEN OTHERWISE NOTED.

Specimens collected in the context of the study must be in accordance with the respective national and international laws and agreements.

In order to be published, manuscripts submitted to *Check List* must include a **list of voucher specimens**, which must have been **legally collected** (where applicable, the **collecting permit numbers and issuing agency** should be mentioned). When applicable, a statement that specimens were euthanised using approved/accepted/standard methods is recommended.

Vouchers will only be accepted when **deposited in scientific collections** open to the public and maintained by public or private institutions. **Vouchers must be deposited before submission to *Check List***, and the **institutional catalogue number of the vouchers must be included in the manuscript** (in the main text, tables or an appendix).

IMPORTANT NOTES:

1) When voucher specimens are not available (*e.g.* species threatened by extinction; protected by law; collecting not allowed), **evidence other than voucher specimens (*e.g.* photos) will be accepted only if it allows an unambiguous identification of the taxon** (decision made by the Editors).

2) Only for *Lists of Species* concerning **Birds**, observational records of **easily discernible species** are acceptable according to standard procedures for this taxon.

3) For **Plants**, **collector's number and herbarium code** can be cited instead of institutional catalogue number, when applicable.

4) It is recommended to state in the manuscript if tissue samples for DNA analysis were taken from the vouchers.

