



INSTRUCTIONS

COASTAL RECREATIONAL FISHING LICENSE (CRFL) EXEMPTION PERMIT APPLICATION

Applications are to be completed and signed by the individual or, if the owner is a corporation, agency, university or organization, the Responsible Party of the organization that is to be permitted. Businesses requesting a permit must have the Responsible Party (business agent) complete and sign the application. The Responsible Party (business agent) is the person who coordinates, supervises or otherwise directs operations of a business entity, such as a corporate officer or executive-level supervisor of business operations and is the person responsible for use of the issued permit in compliance with applicable laws and regulations. Individuals applying for a permit for another under the authority of Power of Attorney must submit a **PHOTOCOPY** of the Power of Attorney and current picture identification.

Eligibility Requirements

This permit is for an individual or organizations, seeking exemption from recreational fishing license requirements to conduct an organized fishing event held in coastal or joint fishing waters. The Coastal Recreational Fishing License Exemption Permit shall only be issued when all required information is submitted in writing a minimum of 30 days prior to the event.

- A. Individual applicants or Responsible Party (business agents) for business applicants must provide a **PHOTOCOPY** of one of the following current picture identifications:
1. Driver's License; or
 2. State Identification; or
 3. Military Identification; or
 4. Passport; or
 5. Resident Alien Card (green card)
- B. To facilitate processing, indicate whether you have any other North Carolina Division of Marine Fisheries license issued in the name that you are applying. Enter the Participant Identification Number (PID) listed on these other licenses. This number is located to the right of the word *Participant #* on your license.
- C. If you are applying as a business, university, or organization, you must provide:
1. State tax identification number assigned by the North Carolina Department of Revenue; or federal tax identification number; or Social Security number.
 2. If incorporated, **PHOTOCOPY** of Articles of Incorporation and list of current corporate holders.
 3. If written agreement partnership, **PHOTOCOPY** of written partnership agreement.
 4. If not incorporated or written partnership, **PHOTOCOPY** of current Assumed Name Statements, if filed, and **PHOTOCOPY** of business privilege tax certificates, if applicable.
- D. A CRFL Exemption Permit Application must have the following:
1. Check one:
 - a. New Application (i.e., new Permit)
 - b. Renewing
 - c. Updating Current Permit
 - d. Replacing a Current Permit
 2. **CRFL Exemption Permit** number, if renewing the Permit (not applicable the first year).
 3. Complete all the applicable Participant Information.

Continued on Back



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COASTAL RECREATIONAL FISHING LICENSE (CRFL)
EXEMPTION PERMIT APPLICATION

4. Purpose for CRFL Exemption Permit (Check all that apply).
5. Government involvement and provide written documentation substantiating involvement, if any.
6. Contact Person Information.
7. Physical Location(s) of the event.
8. Date(s) and time(s) of the event.
9. Identify and explain any cost or requirements for an individual participating in the event.
10. An estimate on the number of people participating in the event.
11. Sign the application.
12. Complete, sign, and notarize the General Permit Conditions and Permit Application Certification form.

E. **COST:**
No Cost (Free)

There will be a review of the permit request by Division of Marine Fisheries staff. Conditions may be placed upon the permit as a result of this review.

You are required to notify the Division of Marine Fisheries of any address or residency changes within 30 days. Incomplete applications submitted without required documentation will be deemed incomplete and returned to you unprocessed.

Mail to: North Carolina Division of Marine Fisheries
License Office
PO Box 769
Morehead City, NC 28557

North Carolina Division of Marine Fisheries

Application for Coastal Recreational Fishing License (CRFL) Exemption Permit

Do you currently hold a NCDMF license in the name you are applying? Check one ☐ Yes ☐ No

If yes, enter your Participant # from these licenses _____

Check one: ☐ New Application ☐ Renew ☐ Update ☐ Replace

Prior CRFL Exemption Permit Number (Permit number is printed on permit)

Check one: ☐ **Individual** (complete the Individual Participant Information)

☐ **Business Agent** (agency, university, organization) (complete the Business Participant Information and Individual Participant Information)

Individual or Business Agent Participant Information

First Name		Middle Name		Last Name		Suffix	
Driver's License No.		State I.D. No.		Military I.D. No.		Resident Alien I.D. No.	
Expire Date / / Expire Date / / Expire Date / /		Expire Date / / Expire Date / /		Expire Date / / Expire Date / /		Expire Date / / Expire Date / /	
Date of Birth ____ / ____ / ____		Primary Residence				Secondary Residence	
E-mail Address							
Race:	Gender:	Physical Address				Mailing Address	
	M / F	Address 1: _____ Address 2: _____ City: _____ State: _____ Zip: _____ County: _____ Country: _____				Address 1: _____ Address 2: _____ City: _____ State: _____ Zip: _____ County: _____ Country: _____	
Height	Weight						
Eye Color	Hair Color						
Home Phone:		Business Phone:		Fax:		Cell Phone:	
()		() Ext		()		()	
Prior Name (if name change)							

Type of Business Entity (Circle One): Corporation Partnership Sole Proprietorship LLC Academia

Business Participant Information (This section must be completed for the application of a license for use by a business)

Participant I.D.		Business Name:		Federal I.D. (TIN, EIN)		State of Incorporation:		Charter State:	
Prior Name (if name change):		Business Phone:		Home Phone:		Fax:		E-mail Address:	
() -		() -		() -		() -			
Business Owner Name (F, M, L)		Physical Address				Mailing Address			
Business Owner Name (F, M, L)		Address 1: _____ Address 2: _____ City: _____ State: _____ Zip: _____ County: _____ Country: _____				Address 1: _____ Address 2: _____ City: _____ State: _____ Zip: _____ County: _____ Country: _____			
Business Owner Name (F, M, L)									
Business Owner Name (F, M, L)									
Business Owner Name (F, M, L)									

Continued on Back

License Office, NCDMF, PO Box 769, 3441 Arendell St., Morehead City, NC 28557 (252) 726-7021 1-800-682-2632

North Carolina Division of Marine Fisheries

Application for Coastal Recreational Fishing License (CRFL) Exemption Permit

Purpose of CRFL Exemption Request (Check all that apply)			
☐ Physical/Mental Limitations Specify:	☐ Military Appreciation Specify:	☐ Educational Purposes Specify:	☐ Disadvantaged Youth Specify:

Government Involvement, if applicable (sponsor, partner, etc.) – Attach written documentation substantiating involvement, if applicable. (CHECK ONE)				
☐ Local (specify):	☐ State (specify):	☐ Federal (specify):	☐ Educational Institution (specify):	☐ None (not applicable)

Contact Person (First, MI, Last)	Contact Person's Date of Birth	Contact Person's Telephone No.
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Physical Location(s) of Event	Date(s) of Event	Time(s) of Event	Estimate of people participating in the event.

Is there any cost or requirement for an individual participant? (CHECK ONE)	
☐ No	☐ Yes. If yes, explain:

Signature: _____ Date _____

Applicant signature
Must be signed to be valid

DMF OFFICE USE ONLY

Recommendation: (Approve, Deny, Further Investigation) Indicate recommendation and initial.

SECTION REVIEWERS	Initials	Approve	Deny	Expiration Date (Specify Dates up to one year)	Comments
District Manager Fisheries Management					
Marine Patrol Captain					

Issued By: _____ Issue Date: _____

Signature

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License Office, NCDMF, PO Box 769, 3441 Arendell St., Morehead City, NC 28557 (252) 726-7021 1-800-682-2632



Coastal Recreational Fishing License (CRFL) Exemption Permit Condition Form

Authority :

Authority for the Coastal Recreational Fishing License Exemption Permit is specified through proclamation authorized by G.S. 113-221.1.

Specific Permit Conditions:

It is unlawful for individuals or organizations seeking exemption from recreational fishing license requirements for eligible individuals to conduct an organized fishing event held in coastal or joint fishing waters without first obtaining a Coastal Recreational Fishing License Exemption Permit.

The Coastal Recreational Fishing License Exemption Permit shall only be issued for recreational fishing activity conducted solely for the participation and benefit of the following eligible individuals:

1. Individuals with physical or mental limitations; or
2. Members of the United States Armed Forces and their dependents, upon presentation of a valid military identification card for military appreciation; or
3. Individuals receiving instruction on recreational fishing techniques and conservation practices from:
 - a. Employees of state or federal agencies; or
 - b. Instructors affiliated with educational institutions.
4. Disadvantaged youths.

The Coastal Recreational Fishing License Exemption Permit shall be valid for the date(s), time and physical location of the organized fishing event for which the exemption is granted and the time period shall not exceed one year from the date of issuance.

The Coastal Recreational Fishing License Exemption Permit shall only be issued when all of the following information, in addition to the information required in 15A NCAC 03O.0501, is submitted to the Fisheries Director in writing a minimum of thirty days prior to the event:

1. The name, date(s), time and physical location of the event;
2. Documentation that substantiates local, state or federal involvement in the organized fishing event, if applicable;
3. The cost or requirements, if any, for an individual to participate in the event; and
4. An estimate of participants.

General Permit Conditions:

The following conditions apply to all permits issued by the Division of Marine Fisheries:

It is unlawful to operate under the permit except in areas, at times, and under conditions specified on the permit;

It is unlawful to operate under a permit without having the permit or copy thereof in possession of the permittee or their designees at all times of operation and must be ready at hand for inspection, except for Pound Net Permits;

It is unlawful to operate under a permit without having a current picture identification in possession and ready at hand for inspection.

It is unlawful to refuse to allow inspection and sampling of a permitted activity by an agent of the Division;

It is unlawful to fail to provide complete and accurate information requested by the Division in connection with the permitted activity;

It is unlawful to hold a permit issued by the Division of Marine Fisheries when not eligible to hold any license required as a condition for that permit as stated in 15A NCAC 03O.0501;

It is unlawful to fail to provide reports within the timeframe required by the specific permit conditions;

It is unlawful to fail to keep such records and accounts as may be required by the Division for determination of conservation policy, equitable and efficient administration and enforcement, or promotion of commercial or recreational fisheries;

It is unlawful to assign or transfer permits issued by the Division, except Pound Net Permits as authorized by 15A NCAC 03J .0107(d);

Unless specifically stated as a condition on the permit, all statutes, rules and proclamations apply to the permittee and their designees,

As a condition of accepting the permit from the Division of Marine Fisheries, the permittee agrees to abide by all conditions of the permit and agrees that if specific conditions of the permit, as identified on the permit are violated or if false information was provided in the application for initial issuance, renewal or transfer, the permit may be suspended or revoked by the Fisheries Director.

Violation of any Rule Condition or items on the permit may result in suspension or revocation of the permit.