



SHELLFISH LICENSE APPLICATION INSTRUCTIONS

This application is to be completed and signed by individuals applying for a commercial shellfish license. Individuals applying for a License for another under the authority of Power of Attorney must submit a **PHOTOCOPY** of the Power of Attorney and current picture identification.

Eligibility requirements

All North Carolina residents who seek to harvest and sell shellfish to a licensed fish dealer are eligible.

- A. Provide a **PHOTOCOPY** of one of the following current picture identifications:
1. Driver's License; or
 2. State Identification (issued by DMV); or
 3. Military Identification; or
 4. Passport; or
 5. Resident Alien Card (green card)
- B. The **Shellfish License** Application must have the following information (**must be a North Carolina resident**):
1. Check one:
 - a. New application (i.e., new license)
 - b. Renewing
 - c. Updating current license
 - d. Replacing a current license
 2. **Shellfish License** number, if renewing the license. This number is located on the license to the right of the words *Shellfish License*.
 3. Proof of Residency
If you have moved to the state of North Carolina and have resided within the state for 60 days to six months and consider North Carolina as your permanent residence, you are required to complete the Certification of Eligibility for North Carolina Residency/Domicile and provide a **PHOTOCOPY** of one of the following documents:
 - a. North Carolina Voter Registration card; or
 - b. North Carolina State Identification card; or
 - c. North Carolina Driver's License; or
 - d. Military Identification card
 4. Complete all the Participant Information, including the Participant Identification number. This number is located to the right of the word *Participant #* on your license. If you do not currently have a license with DMF, please leave this box blank.
 5. Complete the economic and gear surveys.
 6. Sign the application.
 7. Completed Certification Statement Form. It must be notarized if applying for a new license.
- C. Fee:
1. \$25.00 fee
 2. \$10.00 replacement fee for replacing current/valid License.
- D. Method of payment: Personal check, money order or Cashier check. Make payable to **North Carolina Division of Marine Fisheries**. There will be a \$25.00 service charge for returned checks.

You are required to notify the Division of Marine Fisheries of any address 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 Shellfish License

Check one:	☐ New Application
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OR

Check one:	☐ Renew	☐ Replace	☐ Update and/or Change of Vessel Master
Existing License Number (License number is printed on license)			

NC RESIDENCY: ☐ 60 days – 6 months ☐ Over 6 months

Complete the *Certification of Eligibility for NC Residency*

Individual Participant Information

Participant I.D.		First Name		Middle Name		Last Name		Suffix			
Driver's License No.		State I.D. No.		Military I.D. No.		Resident Alien I.D. No.		Passport No.			
Expire Date / /		Expire Date / /		Expire Date / /		Expire Date / /		Expire Date / /			
Date of Birth ____/____/____		Primary Residence				Secondary Residence		E-mail Address			
Race:		Gender: (Circle One)		Physical Address				Mailing Address ☐ Check if same as physical 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:		Cellular Phone:					
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PLEASE COMPLETE REQUIRED ECONOMIC SURVEY AND GEAR SURVEY SECTIONS

Economic Survey (must be completed by Responsible Party)

At least 50% of income derived from commercial fishing?

☐ YES ☐ NO

Gear Survey (must be completed detailing gear used during the previous year)

Scallop Scoop	No. of	
Tongs, Hand	No. of	
Rakes, Bull	No. of	
Rakes, Hand	No. of	
By Hand	Yes	

Signature: _____

Applicant signature
Must be signed to be valid

Date

(See Reverse Side For Instructions)

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

Shellfish Application for Website V.FY09.1



Certification Statement Form For New Licenses

(Must be completed, signed, and notarized for each license transaction)

Certification Statement (This section must be completed by Applicant)

I, _____ certify that:

1. All the information provided on this application and any supporting documentation provided is true, accurate, and complete. And further, for renewals, any changes in information or supporting documents have been provided at the time of renewal.
2. I am a resident of the State of: _____

If claiming resident status in North Carolina, I certify further that (check one):

- ☐ I have been a legal resident for more than six months, or
- ☐ If domiciled in North Carolina between 60 days and six months, I have completed and submitted with this application a notarized Certificate of Eligibility for North Carolina Residency.

3. If applying for a Standard or Retired Standard Commercial Fishing License as a North Carolina Resident, I also certify that: (initial the appropriate entry)

_____ I filed a North Carolina State Income Tax Return for the previous calendar or tax year.

_____ I was not required to file a North Carolina State Income Tax Return for the previous calendar or tax year.

4. For commercial fishing licenses, permits, endorsements or registrations:
 - a. I currently have no marine fisheries licenses, permits, endorsements, or registrations under suspension or revocation and the privilege to hold such licenses, permits, endorsements, or registrations is not revoked or suspended.
 - b. I have not been convicted of four or more violations in any jurisdiction related to state or federal law or regulations involving or related to marine or estuarine resources during the previous three years.

NC General Statute §113-221 requires the NC Division of Marine Fisheries to provide a current copy of the rules governing activities authorized by the license you are purchasing. You have the right to request a current rulebook in hardbound or electronic format; however, the 2009 NC Rules for Coastal Fishing Waters that you received last year has not been changed and is still current.

If you do not want to receive another rulebook this year, please initial in the space provided.

Initial Here

I understand if any question arises concerning the filing of a North Carolina State Income Tax Return, I may have to provide appropriate tax records, as requested by the Division of Marine Fisheries.

I understand that any false information or fraudulent disclosures may result in termination of appropriate licenses and related documents, revocation or suspension of marine fisheries licensing and other privileges, and in possible criminal prosecution.

Date Signed: _____

Signature of Applicant _____

NOTARY (All new applications must be notarized)

State: _____
County: _____

Sworn to and Subscribed before me this _____ day of _____, 20____

Notary Public: _____ My Commission expires: _____