



**North Carolina Department of Environmental Quality
Division of Marine Fisheries
STANDARD COMMERCIAL FISHING LICENSE (SCFL) OR
RETIRED STANDARD COMMERCIAL FISHING LICENSE (RSCFL)
RENEWAL OR REPLACEMENT
APPLICATION INSTRUCTIONS (REV 2023-12)**

Applications are to be completed and signed by individuals who are to be licensed. Businesses renewing a license must have the Responsible Party (business agent) complete and sign the application. The Responsible Party 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 License in compliance with applicable laws and regulations. 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:

Only licensees who held a SCFL or RSCFL can renew. A separate application **must** be fully completed for **each** SCFL or RSCFL renewed. You must be 65 years old or older to renew as RSCFL and it is not assignable. If you are 65 years old or older and wish to assign your license, you can convert it to a SCFL which is assignable. The RSCFL cannot be issued to businesses or single vessel corporations.

Single vessel corporations must provide Master of the Vessel information. By doing this, single vessel corporations do not have to assign the Standard Commercial Fishing License, but if the Master of the Vessel changes, you must notify the Division within 5 days.

When using a vessel in conjunction with a **Standard Commercial Fishing License / Retired Standard Commercial Fishing License**, the vessel must have a Commercial Fishing Vessel Registration decal from the North Carolina Division of Marine Fisheries.

Provide a **PHOTOCOPY** of one of the following current picture identifications of Individual applicants, Responsible Party (business agents) for business applicants and/or Vessel Master for single vessel corporations:

- Driver's License; or
- State Identification (issued by DMV); or
- Military Identification; or
- Passport; or
- Resident Alien Card (green card)

If you are applying as a business, you must provide:

- If incorporated, a **PHOTOCOPY** of Articles of Incorporation and list of current corporate holders.
- If written agreement partnership, a **PHOTOCOPY** of written partnership agreement.
- If not incorporated or written partnership, a **PHOTOCOPY** of current assumed name statements, filed with Clerk of Court in the business county, and a **PHOTOCOPY** of business privilege tax certificates, if applicable.
- Current annual reports for LLC or INC

A RSCFL or SCFL Renewal Application:

- Shellfish Endorsements (Optional) – Only individual North Carolina residents are eligible. Businesses are NOT eligible for the Shellfish Endorsement.
- 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.
- Information on the Vessel Master (if the Vessel Master changes, you are required to file an updated license application with the North Carolina Division of Marine Fisheries and will be charged a \$10.00 replacement fee).
- If applying as a single vessel corporation, complete Vessel Master Information.
- Complete Economic Survey.
- Sign and date the application.
- Completed Certification Statement Form. It must be notarized if you are a new applicant.



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Fees:

- See Commercial License and Permit Fee Sheet. If you need assistance, please contact any NC DMF License Office or call (252) 515-5500 or (800) 682-2632. Replacement Fee: There is a \$10.00 fee for replacing current/valid license.
- Method of payment: Personal check, money order or Cashier check, and Credit Card (in person only). 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. If Vessel Master changes, you must file an updated application with the Division of Marine Fisheries within 5 days.

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



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Select One: ☐ Renew ☐ Replace ☐ Update

Existing SCFL/RSCFL License Number (This number is printed on the license to the right of the words <i>Retired or Standard Commercial Fishing License.</i>)	
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Select One: ☐ SCFL – no age restrictions, is assignable ☐ RSCFL – 65 years or older, not assignable, not in business name

Endorsements: Shellfish ☐ Yes ☐ No (NC individual residents only, no businesses)

NC Residency: ☐ Non-resident – less than 60 days ☐ 60 days – 6 months ☐ Over 6 months **State of Residency:**
Complete the *Certification of Eligibility for NC Residency*

Select One: ☐ Individual ☐ Business Agent
Individual or Business Agent Participant Information

Participant I.D.	First Name	Middle Name	Last Name	Suffix
Participant I.D.	Business Name:		State of Incorporation:	Charter State:
Business Owner Name (F, M, L)		Business Owner/Agent Name (F, M, L)		Business Owner/Agent Name (F, M, L)
Check One: Driver's License <input type="checkbox"/>		State I.D. <input type="checkbox"/>	Military I.D. <input type="checkbox"/>	Resident Alien I.D. <input type="checkbox"/> Passport <input type="checkbox"/>
No.		Expire Date / /		
Date of Birth		Primary Residence (State)		E-mail Address
____ / ____ / ____				
Race	Gender:	Physical Address	Mailing Address <input type="checkbox"/> Check if same as physical address	
	M / F			
Height	Weight	Address 1:	Address 1:	
		Address 2:	Address 2:	
Eye Color	Hair Color	City: State: Zip:	City: State: Zip:	
		County: Country:	County: Country:	
Home Phone:		Business Phone:	Fax:	Cellular Phone:
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Type of Business Entity (Circle One): Corporation Partnership Sole Proprietorship LLC



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Single Vessel Corporations Must Complete this section with the Vessel Master's Information

Participant I.D.		First Name		Middle Name		Last Name		Suffix	
Check One: Driver's License <input type="checkbox"/>		State I.D. <input type="checkbox"/>		Military I.D. <input type="checkbox"/>		Resident Alien I.D. <input type="checkbox"/>		Passport <input type="checkbox"/>	
No.		Expire Date / /							
Date of Birth		Primary Residence (State)				E-mail Address			
____ / ____ / ____									
Race	Gender:	Physical Address				Mailing Address <input type="checkbox"/> Check if same as physical address			
	M / F								
Height	Weight	Address 1:				Address 1:			
		Address 2:				Address 2:			
Eye Color	Hair Color	City: State: Zip:				City: State: Zip:			
		County: Country:				County: Country:			
Home Phone:		Business Phone:		Fax:		Cellular Phone:			
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Economic Survey (must be completed by Responsible Party)

First Name		Middle Name	Last Name	At least 50% of income derived from commercial fishing?	
				<input type="checkbox"/> YES <input type="checkbox"/> NO	

Signature: _____ Date _____
Applicant signature
Must be signed to be valid



North Carolina Department of Environmental Quality
Division of Marine Fisheries
LICENSE APPLICATION CERTIFICATION FORM
(REV 2023-12)

OFFICE USE ONLY

Year _____

PID # _____

License # _____

DMF Staff: _____

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

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 (*check 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.

I understand if there are any questions regarding 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.

4. For commercial fishing licenses, endorsements or registrations I certify that:

- 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.

5. 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. The document is available on the Division of Marine Fisheries website on the "Rules and Regulations" webpage at <https://deq.nc.gov/about/divisions/marine-fisheries/rules-proclamations-and-size-and-bag-limits/rules>.

6. For for-hire fishing licenses and endorsements, I affirm that I have liability insurance and that I am knowledgeable of USCG safety requirements for the vessel(s) used in the operation in accordance with G.S. 113-168.6.

7. If application is for a Standard/Retired Commercial Fishing License with a Shellfish Endorsement or a Shellfish License for NC Residents I affirm that I have received the required harvester training.

8. For Ocean Fishing Pier License, linear length of the pier and responsible parties has not changed.

9. If applying for a Land or Sell License, I also certify that: (*check the appropriate entry*)

- ☐ I have a commercial fishing license issued by the state of _____ (Other than North Carolina).
☐ I have a federal permit that allows commercial fishing.

Signature of Applicant: _____ Date: _____

NOTARY (*Only NEW applications must be notarized*)

State: _____ County: _____

Sworn to and Subscribed before me this _____ day and year of _____,

Notary Public: _____ My Commission expires: _____