



North Carolina Department of Environmental Quality
Division of Marine Fisheries
STANDARD COMMERCIAL FISHING LICENSE (SCFL)
TRANSFER (BUSINESS) APPLICATION INSTRUCTIONS (REV 2022-03)

This application is to be completed and signed by individuals who are transferring a Standard Commercial Fishing License. Both the **Transfer-To** and the **Transfer-From** participants are to complete, sign and notarize this application. 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.

Transfer Requirements:

A Standard Commercial Fishing License can only be transferred if both the **Transfer-From** and the **Transfer-To** have no current license suspensions or revocations. The license shall not be expired prior to transfer.

Examples are:

- Transferring the SCFL to a business in which you are also an owner of.
- Transferring the SCFL from a dissolved business (All owners of the dissolved business must sign this statement solidifying that they are in agreement with the transfer).
- Transferring the SCFL from a sold business.
- Transferring due to owner leaving the business.

Provide a **PHOTOCOPY** of one of the following current picture identifications of responsible Party:

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

For the 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.

A Business SCFL transfer Application:

- Information on the **Transfer-From** to be completed on the application.
- Select an indicate if they will retain or transfer the commercial fishery landings history associated with the SCFL. option regarding transferring of the Landings History.
- The **Transfer-From** can only retain the landings history if the **Transfer-From** holds an additional SCFL or RSCFL and must indicate the additional SCFL or RSCFL number to associate to landings. If the **Transfer-To** does not have an additional SCFL or RSCFL, the landings will be transferred to the **Transfer-To**. The transfer of landings history is all or none.
- Information on the **Transfer-To** to be completed on the application.
- 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 Form and provide a photocopy of one of the following documents:
 - North Carolina Voter Registration Card; or
 - North Carolina State Identification Card; or
 - North Carolina Driver's License; or
 - Military Identification Card
- The **Transfer-To** and **Transfer-From** participants sign the application.
- Certification Statement Form For Transfers completed, signed and notarized by the **Transfer-To and Transfer-From**
- Certification form **(A)** is for when both parties are present at a notary. Certification form **(B)** is for when both parties cannot be present at the same in front of one notary and a second notary is required.



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Fees:

- The **Transfer-To** must pay a replacement fee of \$10.00 AND pay the difference in fees between:
- When the **Transfer-To**, who is a non-resident, is being transferred a resident SCFL, he/she must pay the difference in fees of North Carolina and the non-resident state fees. Refer to the non-resident state fees for SCFL. If you need assistance, please contact any NC DMF License Office or call (252) 726-7021 or (800) 682-2632.
- The **Transfer-From is to surrender the SCFL/RSCFL to the NCDMF.**

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. 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**



**North Carolina Department of Environmental Quality
Division of Marine Fisheries
Certification Statement Form for Transfers - Business
Standard Commercial Fishing License (SCFL) – FORM A**

(Must be completed, signed, and notarized by the Transfer-To and Transfer-From Participants)

***Certification Statement** (This section must be completed by the **Transfer-To** Participant)

I, _____, certify that I have the authority to transfer the NC Division of Marine Fisheries (NCDMF)

license # _____ currently issued in the name of _____ (list name/business name printed on the license).

Per 15A CAC 030 .0108 (8), I wish to transfer the SCFL for a Business and (check only one box):

- Transfer from self: I certify I am transferring this SCFL to a business in which I am also an owner of.
- Transfer from a dissolved business: I certify that I am the owner of the dissolved business. (All owners of the dissolved business must sign this statement solidifying that they are in agreement with this transfer.)
- Transfer from a sold business: I certify that I am selling my business and transferring this license to the new successor. I certify that this transfer is being processed at the time of the sale of the business.
- Transfer due to owner leaving the business: I certify that I am leaving this business and want to transfer this license back to myself as an individual. This license was issued to me prior to it being issued to the business. I also certify that this transfer is being processed at the time of my leaving the business. (All owners of the business are required to sign this notarized certification statement.)

***Certification Statement** (This section must be completed by the **Transfer-To** Participant)

I, _____, certify that:

1. All the information provided on this form and any supporting documentation provided is true, accurate, and complete. 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 only one box):
 - 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 accepting a Standard or Retired Standard Commercial Fishing License as a North Carolina Resident, I also certify that (check only one box):
 - 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 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.
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.
 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 or electronic format.
 6. If the transfer is for a Standard Commercial Fishing License **with a Shellfish Endorsement**, I affirm that I have received the required harvester training.

Date Signed: _____ Date Signed: _____

Signature of **Transfer-To** _____ Signature of **Transfer-From** _____

NOTARY (All To/From business applications must be notarized)

State: _____ County: _____

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

Notary Public: _____ My Commission expires: _____



**North Carolina Department of Environmental Quality
Division of Marine Fisheries
Certification Statement Form for Transfers - Business
Standard Commercial Fishing License (SCFL) – FORM B**

(Must be completed, signed, and notarized by the Transfer-To and Transfer-From Participants)

I, _____, certify that I have the authority to transfer this license # _____

currently issued in the name of _____ (list name/business name printed on the license).

Per 15A CAC 030 .0108 (8) I/we wish to transfer our Standard Commercial Fishing License for a Business (select one option).

- I certify I am transferring this SCFL to a business in which I am also an owner of.
- Transfer from a Dissolved Business: I certify that I am the owner of the dissolved business. All owners of the dissolved business must sign this statement – advising that they are in agreement with this transfer.
- Transfer from a Sold Business: I certify that I am selling my business and transferring this license to the new successor. I certify that this is being processed at the time of the sale of the business.
- Transfer due to owner leaving the Business: I certify that I am leaving this business and want to transfer this license back to myself as an individual. This license was issued to me prior to being issued to the business. I also certify that this is being processed at the time of my leaving the business. All owners of the business are required to sign this notarized certification statement.

Certification Statement (This section must be completed by the **Transfer-To** Participant)

I, _____, certify that:

1. All the information provided on this form and any supporting documentation provided is true, accurate, and complete. 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 (only 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 accepting a Standard Commercial Fishing License as a North Carolina Resident, I also certify that (only check one):
 - 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 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.

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.
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 or electronic format.
6. If the transfer is for a Standard Commercial Fishing License **with a Shellfish Endorsement**, I affirm that I have received the required harvester training.

Transfer-To:

Transfer-From:

Date Signed: _____

Date Signed: _____

Signature of **Transfer-To** _____

Signature of **Transfer-From** _____

NOTARY

NOTARY

State: _____ County _____

State: _____ County _____

I, _____, Notary Public, do hereby certify that _____ personally appeared before me this day, acknowledging to me that he/she voluntarily signed the foregoing document for the purpose stated therein and in the capacity indicated. WITNESS my hand and seal, this the _____ day of _____, 20____.

I, _____, Notary Public, do hereby certify that _____ personally appeared before me this day, acknowledging to me that he/she voluntarily signed the foregoing document for the purpose stated therein and in the capacity indicated. WITNESS my hand and seal, this the _____ day of _____, 20____.

Notary Public _____

Notary Public _____

My Commission Expires _____

My Commission Expires _____