



**North Carolina Department of Environmental Quality
Division of Marine Fisheries
STANDARD COMMERCIAL FISHING LICENSE (SCFL) OR
RETIRED STANDARD COMMERCIAL FISHING LICENSE (RSCFL)
TRANSFER (INDIVIDUAL) APPLICATION INSTRUCTIONS (REV2022-03)**

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 or Retired Standard Commercial Fishing License can only be transferred if both the **Transfer-From** and the **Transfer-To** have no current license suspensions or revocations. If transferring is due to retirement from commercial fishing - the **Transfer-From** must submit evidence of retirement.

Examples are:

- Transferring the SCFL or RSCFL to an immediate family member (Statute §113-168 defines immediate family as mother, father, brothers, sisters, spouse, children, stepparents, stepbrothers, stepsisters, and stepchildren. 15A NCAC 03O.108(H)(1) Grandparents, grandchildren, and legal guardians of an individual).
- Death of a licensee. The license can be transferred to:
 - The Administrator or Executor of the estate.
 - From the Administrator or Executor of the estate to an immediate family member (mother, father, brother, sister, spouse, child, stepparent, stepbrother, stepsister, stepchild, grandparent, grandchild or legal guardian of the deceased).
 - From the immediate family member of the deceased to a third-party purchaser of the deceased licensee's fishing vessel.
 - The Administrator/Executor must provide a copy of the deceased licensee's Death Certificate, a **PHOTOCOPY** of the Certificate of Administration and a list of eligible immediate family members to the Morehead City License Office.
- Retirement of a licensee.

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)

An Individual 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
- Shellfish Endorsements (Optional) – Only individual North Carolina residents are eligible.
- 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 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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Information to be Completed by the Transfer-From

Existing SCFL License Number to Be Transferred (This number is printed on the license to the right of the words <i>Standard Commercial Fishing License.</i>)	
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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)	

Landings Transfer (Select One) No – List SCFL number to associate landings - SCFL Number: _____

Yes (Defaults to yes, if only have 1 SCFL)

Reason for SCFL Transfer (Select one)

<input type="checkbox"/> Immediate Family Member	<input type="checkbox"/> Deceased – From Immediate Family to Third Party Purchases of Deceased
<input type="checkbox"/> Deceased – To Administrator/Executor	<input type="checkbox"/> Sale of Vessel
<input type="checkbox"/> Deceased – From Administrator/Executor to Immediate Family	<input type="checkbox"/> Retirement from Commercial Fishing (must provide evidence)

- Check One:**
- Transfer SCFL and Endorsements**
(Shellfish endorsements can only be transferred to individual NC residents)
- Transfer RSCFL and Endorsement**
(Shellfish endorsements can only be transferred to individual NC residents)



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Check One: **Transfer SCFL and Endorsements**
 (Shellfish endorsements can only be transferred to individual NC residents)

 Transfer RSCFL and Endorsement
 (Shellfish endorsements can only be transferred to individual NC residents)

Information to be Completed by the Transfer-To

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*

ENDORSEMENTS: Shellfish YES NO (NC individual residents only, no businesses)

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"/>
No.		Expire Date / /		
Date of Birth ____ / ____ / ____	Primary Residence (State)		E-mail Address	
Race	Gender: M / F	Physical Address		Mailing Address <input type="checkbox"/> Check if same as physical address
Height	Weight	Address 1:		Address 1:
		Address 2:		Address 2:
Eye Color	Hair Color	City:	State:	Zip:
		County:		Country:
Home Phone:		Business Phone:		Fax:
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Type of Business Entity (Circle One): Corporation Partnership Sole Proprietorship LLC



North Carolina Department of Environmental Quality
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TRANSFER (BUSINESS) APPLICATION (REV 2022-03)

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:	
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				Cellular Phone:	
				() -	

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 _____
 Transfer-From signature
Must be signed to be valid

Signature: _____ Date _____
 Transfer-To signature
Must be signed to be valid



Certification Statement Form for Transfers
Standard Commercial Fishing License (SCFL) and Retired Standard Commercial Fishing License (RSCFL)
(REV 2022-03)

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

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 printed on the license).

I certify I am transferring this SCFL or RSCFL to an immediate family member* of the licensee who is (what relation) _____ to the licensee.

*NC General Statute §113-168 defines immediate family as mother, father, brothers, sisters, spouse, children, stepparents, stepbrothers, stepsisters, and stepchildren. 15A NCAC 03O.108(H)(1) Grandparents, grandchildren, and legal guardians of an individual are eligible to transfer a license and to receive a transferred license.

Death of a licensee: (check only one box) I certify that I am the Administrator or Executor of the deceased licensee's estate
OR

I am immediate family* and this SCFL or RSCFL is being transferred with the sale of the deceased licensee's vessel with State Registration or USCG Documentation # _____.

Retirement of a licensee: I certify that I am retiring from commercial fishing and this SCFL or RSCFL is being transferred with the sale of my vessel with State Registration or USCG Documentation # _____.

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 NCDMF to provide a current copy of the rules governing activities authorized by the license that is purchased. You have the right to request a current rulebook in hardbound or electronic format.

6. If the transfer is for a Standard or Retired 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 new applications must be notarized)

State: _____ County: _____

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

Notary Public: _____ My Commission expires: _____



Certification Statement Form for Transfers

Standard Commercial Fishing License (SCFL) and Retired Standard Commercial Fishing License (RSCFL)

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OR

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

Transfer-To:

Transfer-From:

Date Signed: _____

Signature of **Transfer-To** _____

NOTARY
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____.

Notary Public _____

My Commission Expires _____

Date Signed: _____

Signature of **Transfer-From** _____

NOTARY
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____.

Notary Public _____

My Commission Expires _____