



**North Carolina Department of Environmental Quality  
Division of Marine Fisheries  
COASTAL RECREATIONAL FISHING LICENSE (CRFL) EXEMPTION PERMIT  
APPLICATION INSTRUCTIONS  
(REV 2022-03)**

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.

Individual applicants or Responsible Party (business agents) for business applicants must provide a **PHOTOCOPY** of one of the following current picture identifications:

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

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.

If you are applying as a business, university, or organization, you must provide:

- State tax identification number assigned by the North Carolina Department of Revenue; or federal tax identification number; or Social Security number.
- If incorporated, **PHOTOCOPY** of Articles of Incorporation and list of current corporate holders.
- If written agreement partnership, **PHOTOCOPY** of written partnership agreement.
- If not incorporated or written partnership, **PHOTOCOPY** of current Assumed Name Statement, filed with Clerk of Court in the business county, and **PHOTOCOPY** of business privilege tax certificates, if applicable.

**A CRFL Exemption Permit Application:**

- Advise if there will be any local, state or federal government involvement and provide written documentation substantiating involvement.
- Provide a written explanation of the purpose of the event.
- Advise if there are any cost or requirements for an individual participating in the event.
- An estimate on the number of people participating in the event.
- Sign the application.
- Complete, sign, and notarize (if new application) the Permit Application Certification form.

**Fees:**

- There is no cost for this permit.

All permit requests are reviewed by NC Division of Marine Fisheries staff. Conditions may be placed upon the permit

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 Department of Environmental Quality**  
**Division of Marine Fisheries**  
**COASTAL RECREATIONAL FISHING LICENSE (CRFL) EXEMPTION PERMIT APPLICATION**  
**(REV 2022-03)**

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 \_\_\_\_\_

**Select One:**    ☐ New Application                      ☐ Updating or replacing current permit

<b>Prior CRFL Exemption Permit Number</b> (This number is printed on the permit)	
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**Select 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**

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)	
<b>Check One:</b> 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:
(    )    -		(    )    -		(    )    -	(    )    -

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



**North Carolina Department of Environmental Quality**  
**Division of Marine Fisheries**  
**COASTAL RECREATIONAL FISHING LICENSE (CRFL) EXEMPTION PERMIT APPLICATION**  
**(REV 2022-03)**

Purpose of CRFL Exemption Request (Check all that apply)			
<input type="checkbox"/> Physical/Mental Limitations Specify:	<input type="checkbox"/> Military Appreciation Specify:	<input type="checkbox"/> Educational Purposes Specify:	<input type="checkbox"/> Disadvantaged Youth Specify:

Government Involvement, if applicable (sponsor, partner, etc.) – Attach written documentation substantiating involvement, if applicable. (CHECK ONE)				
<input type="checkbox"/> Local (specify):	<input type="checkbox"/> State (specify):	<input type="checkbox"/> Federal (specify):	<input type="checkbox"/> Educational Institution (specify):	<input type="checkbox"/> None (not applicable)

Contact Person (First, MI, Last)	Contact Person's Date of Birth	Contact Person's Telephone No.
	/      / MO      DAY      YR	(      )      -

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)	
<input type="checkbox"/> No	<input type="checkbox"/> Yes. If yes, explain:

Signature: \_\_\_\_\_  
Applicant signature  
**Must be signed to be valid**

\_\_\_\_\_ Date



North Carolina Department of Environmental Quality  
Division of Marine Fisheries  
COASTAL RECREATIONAL FISHING LICENSE (CRFL) EXEMPTION PERMIT  
NC DMF OFFICE USE ONLY (REV 2022-03)

Applicant's Name: \_\_\_\_\_ PID# \_\_\_\_\_

Date Received by License Office: \_\_\_\_\_

License Office (Check One):

☐ Information on Application is complete

☐ Information on Application IS NOT complete

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

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

DIRECTOR/DEPUTY DIRECTOR:

☐ Approved for Permit

☐ Not Approved for Permit

Special Conditions placed on Permit:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Director / Deputy Director

\_\_\_\_\_  
Date

Issued By: \_\_\_\_\_  
Signature

Issue Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
MO DAY YR



**North Carolina Department of Environmental Quality  
Division of Marine Fisheries  
PERMIT APPLICATION CERTIFICATION & GENERAL PERMIT  
CONDITIONS FORM  
(REV 2021-08)**

<b>OFFICE USE ONLY</b>	<b>Year</b> _____
PID # _____	
PERMIT # _____	
_____	
_____	
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. For permits, 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.
    - c) I understand that as a condition of accepting a permit from the Division of Marine Fisheries, I agree to abide by all conditions of the permit and agree, that if conditions of the permit as identified for 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.
  4. 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 <http://portal.ncdenr.org/web/mf/rules-and-regulations>.
  5. I have been provided a copy of the permit rules and conditions that apply. I acknowledge failure to abide by all permit rules as well as conditions may result in suspension or revocation of the permit. For violation of specific permit conditions, permits may be suspended or revoked for 10 days, 30 days, or up to 6 months depending on the 3-year history of violations.

**15A NCAC 03O .0502 Permit Conditions: General**

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 his or her designees at all times of operation and the permit or copy thereof shall be ready at hand for inspection, except for Pound Net Permits;

- (1) It is unlawful to operate under a permit without having a current picture identification in possession and ready at hand for inspection.
- (2) It is unlawful to refuse to allow inspection and sampling of a permitted activity by an agent of the Division;
- (3) It is unlawful to fail to provide complete and accurate information requested by the Division in connection with the permitted activity;
- (4) It is unlawful to hold a permit issued by the Fisheries Director when not eligible to hold any license required as a condition for that permit as stated in 15A NCAC 03O.0501;
- (5) It is unlawful to fail to provide reports within the timeframe required by the specific permit conditions;
- (6) 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;
- (7) It is unlawful to assign, or transfer permits issued by the Division, except Pound Net Permits as authorized by 15A NCAC 03J .0504;
- (8) The Division, may, by conditions of the permit, specify any or all of the following for the permitted purposes:  
(a) Species (b) Quantity or Size (c) Time Period (e) Location (d) Means and Methods (f) Disposition of Resources (g) Marking Requirements (h) Harvest Conditions
- (9) Unless specifically stated as a condition on the permit, all statutes, rules and proclamations apply to the permittee and their designees.
- (10) 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 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.

I understand that any violation of permit conditions may result in suspension or revocation of the permit.

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: \_\_\_\_\_



North Carolina Department of Environmental Quality  
Division of Marine Fisheries  
**COASTAL RECREATIONAL FISHING LICENSE (CRFL)  
EXEMPTION PERMIT SPECIFIC CONDITIONS FORM  
(REV 2022-03)**

OFFICE USE ONLY	Year _____
PID # _____	
PERMIT # _____	
DMF Staff: _____	

For violation of specific permit conditions (as specified on this form), permits may be suspended or revoked for 10 days, 30 days, or up to 6 months depending on the 3-year history of violations.

**Legal Authority / Statute Reference:**

Authority for the Coastal Recreational Fishing License Exemption Permit is specified in G.S. 113-169.1 and through proclamation authorized by G.S. 113-221.1.

**Specific Permit Conditions:**

It shall be unlawful for the responsible party seeking exemption from recreational fishing license requirements for eligible individuals to conduct an organized fishing event held in Joint or Coastal Fishing Waters without first obtaining a Coastal Recreational Fishing License Exemption Permit. **15A NCAC 03O.0503(d)(1)**

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

Individuals with physical or mental impairment; **15A NCAC 03O.0503(d)(2)(A)**

Members of the United States Armed Forces and their dependents, upon presentation of a valid military identification card; **15A NCAC 03O.0503(d)(2)(B)**

Individuals receiving instruction on recreational fishing techniques and conservation practices from employees of state or federal marine or estuarine resource management agencies or instructors affiliated with educational institutions; and; **15A NCAC 03O.0503(d)(2)(C)**

Disadvantaged youths as set forth in 42 U.S. Code 12511. For the purpose of this Paragraph, educational institutions include high schools and other secondary educational institutions. **15A NCAC 03O.0503(d)(2)(D)**

The Coastal Recreational Fishing License Exemption Permit shall be valid for the date, time, and physical location of the organized fishing event for which the exemption is granted, and the duration of the permit shall not exceed one year from the date of issuance. **15A NCAC 03O.0503(d)(3)**

The Coastal Recreational Fishing License Exemption Permit shall only be issued if all of the following, in addition to the information required in Rule .0501 of this Section, is submitted to the Fisheries Director, in writing, at least 30 days prior to the event:

The name, date, time, and physical location of the event; **15A NCAC 03O.0503(d)(4)(A)**

Documentation that substantiates local, state, or federal involvement in the organized fishing event, if applicable; **15A NCAC 03O.0503(d)(4)(B)**

The cost or requirements, if any, for an individual to participate in the event; and **15A NCAC 03O.0503(d)(4)(C)**

An estimate of the number of participants. **15A NCAC 03O.0503(d)(4)(D)**

I understand that any violation of permit conditions may result in suspension or revocation of the permit.

Signature: \_\_\_\_\_  
Permittee signature (must be signed to be valid) \_\_\_\_\_ Date \_\_\_\_\_