

**Instructions for the Quota Monitoring Reporting Form (Log)**

January 2024

To correctly complete the Quota Monitoring Reporting Form, record the following information:

1. **Dealer Name** – record the name of the Dealer that has the Quota Monitoring Permit.
2. **Dealer #** - record the Dealer License Number (D - number) for the permitted dealer location.
3. **Date Landed** – record the date of landing for the monitored species being reported.
4. **Permit #** - record the permit number issued by the NCDMF. Each permit has a unique number.

This permit number is not the same as the D – number.

1. **No Landings** – check the box(s) if no landings occurred for a permitted fishery for the day being reported.
2. **Record the required information, including no landings, for each permitted fishery** (Striped Bass, Atlantic Ocean Flounder, Estuarine Flounder, Spiny Dogfish, and Black Sea Bass North of Cape Hatteras):
3. **Striped Bass –** Record the number of tags used and total pounds landed by gear type and/or specific area for each area selected on the permit.
4. **Estuarine Flounder –** Record the number of vessels used and the total pounds landed by each gear type in each area.
5. **Atlantic Ocean Flounder, Spiny Dogfish, and Black Sea Bass N. Hatteras** – Record the number of vessels and the total pounds landed **for each species.**
6. **Signature and Date** (the Permittee or Designee is responsible for ensuring that all information is correct in all the required fields and must sign and date the form prior to submittal to DMF).

The permitted Fish Dealer must submit logs electronically, or by fax or e-mail by noon daily, to report landings for the previous day (midnight to midnight) including weekends to the Quota Monitoring Biologist:

**Fax:** 252-515-5608 **| Email:** Joshua.Beil@deq.nc.gov

**NOTE:** If landings are called in, the paper logs must still be completed for each day of the season and **mailed/emailed to the NCDMF no later than five (5) days after the close of the season for the permitted fishery.**

Landings for Fridays and Saturdays may be submitted on the following Monday (by noon). Submit **one** reporting form for each day, even if no landings occurred. For example: on Monday, submit one form for Friday, one form for Saturday and one form for Sunday.

* The completed Reporting Forms and other related documentation must be kept for a period of not less than 3 years, in accordance with 15A NCAC 3I.0114.
* **This Reporting Form does NOT replace Trip Tickets.** All NCDMF Trip Ticket Program reporting requirements must continue to be followed.

Division of Marine Fisheries

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| **QUOTA MONITORING PERMITS DAILY REPORTING FORM (LOG)** | | |
| **Dealer Name** | **Dealer #** | **Date Landed (Mo/Day/Yr)** |
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| **STRIPED BASS HARVEST** | | | | **Permit #** |  | | | |
| **ATLANTIC OCEAN \*CHECK OR “X” BOX IF NO LANDINGS** | | | | | | | |  |
| **Gill Net** | | **Trawl** | | | **Beach Seine** | | | |
| No. of Tags Used |  | No. of Tags Used | |  | No. of Tags Used | |  | |
| Pounds |  | Pounds | |  | Pounds | |  | |
| **ALBEMARLE SOUND MANAGEMENT AREA \*NO LANDINGS** | | |  | **SOUTHERN AREA \*NO LANDINGS** | | | |  |
| No. of Tags Used |  | | | No. of Tags Used | |  | | |
| Pounds |  | | | Pounds | |  | | |
| **CENTRAL AREA \*CHECK OR “X” BOX IF NO LANDINGS** | | | | | | | |  |
| **Pungo River** | | **Neuse River** | | | **Bays (N of Far Creek) Pamlico Sound** | | | |
| No. of Tags Used |  | No. of Tags Used | |  | No. of Tags Used | |  | |
| Pounds |  | Pounds | |  | Pounds | |  | |
| **Pamlico River** | | **Outer Banks, Pamlico Sound** | | | **White Oak River** | | | |
| No. of Tags Used |  | No. of Tags Used | |  | No. of Tags Used | |  | |
| Pounds |  | Pounds | |  | Pounds | |  | |
| **Bay River** | | **Bays (Far Creek & S/E) Pamlico Sound** | | | **Carteret Co. (except White Oak River)** | | | |
| No. of Tags Used |  | No. of Tags Used | |  | No. of Tags Used | |  | |
| Pounds |  | Pounds | |  | Pounds | |  | |

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| **ESTUARINE FLOUNDER HARVEST \*NO LANDINGS** | | | | | | |  | **Permit #** |  | |
| **MOBILE GEARS** | | | | **POUND NET** | | | | | | |
| **Northern Area** | | **Southern Area** | | **Northern Area** | | **Central Area** | | | **Southern Area** | |
| No. of  Vessels Used |  | No. of Vessels Used |  | No. of Vessels Used |  | No. of  Vessels Used | |  | No. of  Vessels Used |  |
| Pounds |  | Pounds |  | Pounds |  | Pounds | |  | Pounds |  |

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| **ATLANTIC OCEAN FLOUNDER HARVEST \*NO LANDINGS** | | | |  | **Permit #** |  |
| Number of Vessels Used in Harvest |  | Pounds |  | | | |

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| **SPINY DOGFISH HARVEST \*NO LANDINGS** | | | |  | **Permit #** |  |
| Number of Vessels Used in Harvest |  | Pounds |  | | | |

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| **BLACK SEA BASS N. HATTERAS HARVEST \*NO LANDINGS** | | | |  | **Permit #** |  |
| Number of Vessels Used in Harvest |  | Pounds |  | | | |

*I certify that all information recorded above is true, accurate, and complete.*

Permittee or Designee Signature: Date:

North Carolina Division of Marine Fisheries, PO Box 769, Morehead City, NC 28557-0769