



COMMERCIAL FISH BUSINESS LICENSE RENEWAL NOTICE

October 2016

2017 Commercial Fish Business License Information

Your current Commercial Fish Business License will expire December 31, 2016.

No Cash Accepted at Department Offices

Starting January 1, 2017, the California Department of Fish and Wildlife will no longer accept cash at the License and Revenue Branch and regional license counters. Checks, money orders, or any debit or credit card with the Visa or MasterCard logo are accepted.

Enclosed are the following:

- 2017 Commercial Fish Business License Worksheet
- Credit Card Authorization Form
- E-Ticket Survey Information Letter
- E-Ticket Survey

Check List for Renewing Your Commercial Fish Business License by Mail

- ✓ Review the preprinted information, line through incorrect information, and legibly print corrections.
- ✓ Enclose your check or money order.
- ✓ When paying by credit card, complete and sign the enclosed credit card authorization form.
- ✓ Please allow 15 business days for your worksheet to be processed.

Business Documentation

All applicants applying as a business must provide documentation stating the business entity.

Acceptable forms include:

- Articles of Incorporation
- Articles of Organization
- Certificate of Limited Partnership
- Statement of Partnership Authority

Renew Your License Online

You can renew your Commercial Fish Business License online by logging onto the Department's Online License Sales and Service at www.wildlife.ca.gov/Licensing/Online-Sales,

Note: Items purchased from Online License Sales and services include five percent (5%) nonrefundable license agent handling fee.

To Renew Your License Online

1. Retrieve an individual business owner associated with the fish business, using their date of birth, last name, and identity (i.e. GO ID, driver's license, etc.).
Note: When only purchasing a Fisherman's Retail License proceed to #4.
 2. Click the "Add Customer" tab and then select Business under the "Customer Type" drop down menu.
 3. Enter the Fish Business GO ID number, located on the upper right hand corner of the worksheet under the barcode. Then enter the Business Postal Code.
 4. Click the Purchase License link, then 2017 – Commercial.
 5. Check the signature box at the bottom of the page and click on "Submit and Finish".
 6. Confirm the selections in your cart and click "Checkout".
 7. Confirm your shipping information and enter your payment.
Note: You will need a Visa or MasterCard to make a purchase.
 8. Enter your e-mail address if you want confirmation of your purchase e-mailed to you.
 9. The "Transaction Complete" page will appear, confirming you have completed the sales and have applied for your Commercial Fish Business License Renewal. Click on "Download Receipt/Licensees" to print your receipt for your records.
- First time Commercial Fish Business License purchasers must contact the License and Revenue Branch at (916) 928-5822 for initial setup.

For more information contact the Department's Commercial Records Unit at (916) 928-5882 or e-mail LRBCOMM@wildlife.ca.gov.

ELECTRONIC FISH TICKETS (E-TICKETS) AND PAPER LANDING RECEIPTS

NMFS Happenings

Beginning January 1, 2017, federal regulations will require that ALL commercial landings containing sablefish be submitted electronically within 24 hours of landing via the federal E-Tix application, developed and maintained by Pacific States Marine Fisheries Commission. Additionally, state regulations still require that all fish buyers submit a CDFW-issued paper landing receipt to CDFW in addition to the federal e-Ticket. Therefore, any licensed receivers, including fishermen's retail license holders, who purchase sablefish will have to fill out a federal e-Ticket within 24 hours and a CDFW-issued paper landing receipt at the time of landing. The CDFW-issued paper landing receipt can be sent in along with your other landing receipts by the 16th or the last day of the month in which the fish were landed, whichever date occurs first after the landing.

For questions about the new federal sablefish electronic reporting requirements, please contact Robert Leos, (831) 649-2889, Robert.Leos@wildlife.ca.gov.

The Pacific States Marine Fisheries Commission maintains the E-Tix application and offers free one-on-one training for it.

To sign up for E-Tix training, please contact:

Dave Colpo
Pacific States Marine Fisheries Commission
(503) 595-3100

Department Happenings

CDFW is beginning to develop the capacity for a system to accept e-Tickets in place of paper landing receipts. E-Tickets have been required by the National Marine Fisheries Service since 2011 for specified fisheries, with the advent of the groundfish trawl individual quota program. CDFW expects to transition from paper landing receipts to e-Tickets over time. To assist the Department in developing e-Tickets, we have created a short survey to assess the electronic capabilities of fish buyers and to help gauge the appropriate length of the phase in period. The e-Ticket survey can be filled out online at: <https://www.surveymonkey.com/r/ETickets>. Alternatively, we have included a paper survey with your renewal packet (light blue pages). Please complete the survey and return it to CDFW by December 15, 2016.

CDFW expects to begin the process of changing the regulations to support the electronic system in spring 2017. Please refer to the Fish and Game Commission (Commission) website (<http://www.fgc.ca.gov>) for specific hearing dates and implementation information.

All interested parties, including fish buyers will be sent notice after the Commission receives and accepts the initial regulatory package. Included in the notice will be information on how to provide comment about the proposed rulemaking to the Commission.

If you have questions about the proposed e-Ticket rulemaking, please contact CDFW at ElectronicFishTicket@wildlife.ca.gov or by calling 650-4-MY-ETIX (650-469-3849).

Please complete the e-Ticket survey either online or paper by **December 15, 2016**.

Forms and Commercial Fish Business License Information Guide

Forms and the Commercial Fish Business License Information Guide are posted on the Department's website at www.wildlife.ca.gov/Licensing/Commercial-Fish-Business