



2018 COMMERCIAL FISH BUSINESS LICENSE RENEWAL NOTICE

2018 Commercial Fish Business License Information

Your current Commercial Fish Business License will expire December 31, 2017.

No Cash Accepted at Department Offices

As of January 1, 2017, the California Department of Fish and Wildlife (Department) no longer accepts cash at the License and Revenue Branch and regional license sales offices. Checks, money orders, or any debit or credit card with the Visa or MasterCard logo are accepted.

Enclosed are the following:

- 2018 Commercial Fish Business License Worksheet
- Credit Card Authorization Form

Checklist for Renewing Your Commercial Fish Business License

- ✓ 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 showing the business entity.

Acceptable forms include the following:

- 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 in to your Online License Sales and Service account (see "Steps to Renew Your License Online" for instructions). **Note:** Items purchased from the Online License Sales and Service system include a five percent (5%) nonrefundable license agent handling fee.

Note: Please see insert for steps to renew your license online.

First Commercial Fish Business License

If applying for a Commercial Fish Business License for the first time, you must contact the License and Revenue Branch to set up your initial customer profile at (916) 928-5822 or LRBCOMM@wildlife.ca.gov.

Department Happenings

The Fish and Game Commission adopted new regulations that require all landing receipts be filled out electronically through the federal, web-based E-Tix system maintained by the Pacific States Marine Fisheries Commission, beginning July 1, 2019. The following are important dates and requirements that Fish Receivers and Fisherman's Retail License holders should be aware of due to this rule change:

- **January 1, 2018 - June 30, 2018:** All landings with sablefish must be submitted via the E-Tix system AND via paper landing receipt, while all other landings must still be submitted using a paper landing receipt.
- **July 1, 2018 - June 30, 2019:** All landings with sablefish must be submitted electronically via the E-Tix system; paper landing receipts are no longer required. All other landings may be submitted either via the E-Tix system or paper landing receipt, but not both.
- **July 1, 2019:** All landings shall be submitted electronically via the E-Tix system.

The Department will be mailing out reminders to all Fish Receivers and Fisherman's Retail License holders by June 2018 in anticipation of the soft roll out beginning July 1, 2018. A final reminder will be mailed in June 2019 before the use of E-Tix is required for all landings.

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 at (503) 595-3100.

For questions regarding electronic Department receipts, please contact Joann Eres at (562) 342-7135 or Joann.Eres@wildlife.ca.gov.

Landing Fees Updated

As of July 1, 2017, commercial fishing landing fees have been updated. Starting with the third quarter of 2017 (July 1 through September 30), landing fees must be calculated and submitted using the new fee rates.

Pursuant to Fish and Game Code (FGC) Section 8053, landing fees must be submitted quarterly to the Department. If the landing fees are not paid within 30 days after the close of the quarter, a penalty equal to 10% of the fee will be assessed FGC Section 8053, Revenue and Taxation Code Section 6479.3). The deadlines for quarterly landing fee payments are as follows:

Quarter	Payment Due By
1 st : January 1 through March 31	April 30
2 nd : April 1 through June 30	July 31
3 rd : July 1 through September 30	October 31
4 th : October 1 through December 31	January 31

The Quarterly Fish Landing Fee Report has been updated with the new landing fees, and reorganized to show groupings of species and the applicable rate per pound by species, pursuant to FGC Section 8051. The form is available online in a fill and print format that automatically calculates the fee amounts once you enter the weights of species received. You can access the form by visiting the following Department web address:

nrm.dfg.ca.gov/FileHandler.ashx?DocumentID=124553

Note: A Species Code List for Landing Fees can be found at www.wildlife.ca.gov/Licensing/Commercial-Fish-Business under the "Forms and Information" section.

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