



MARYLAND DEPARTMENT OF NATURAL RESOURCES
 FISHING AND BOATING SERVICES
 AQUACULTURE AND INDUSTRY ENHANCEMENT DIVISION

REQUEST TO TRANSFER A COMMERCIAL SHELLFISH AQUACULTURE LEASE

Upon receipt of this request form and after verification that the lease to be transferred is in good standing, the Department will provide all documents required for a lease transfer, including a personalized Transfer Form requiring notarization by all parties, to the current primary leaseholder. Please allow 2-4 weeks processing time to receive these documents from the time your request is submitted. Lease transfer requests must be received by October 15 and fully executed by November 1 or the transfer may be held until annual invoicing and reporting for the calendar year has concluded. Submission of this form alone does not legally transfer a lease.

Return your completed form to: Maryland Department of Natural Resources
 Attn: Leasing & Permitting Program
 Tawes State Office Building
 580 Taylor Ave. E-4, Annapolis, MD 21401

Fax to: (410) 260-2405
 OR
 Email to: alyssa.cranska@maryland.gov

SECTION 1: Current Leaseholder(s) Information

Primary Leaseholder

Name: _____ Lease Number: _____
 Address: _____ Location: _____

Co-Leaseholder(s) (if applicable)

Name: _____ Name: _____
 Address: _____ Address: _____

SECTION 2: New Leaseholder(s) Information

New Primary Leaseholder

Name: _____
 Address: _____

All leaseholders must be at least 18 years of age and listed by their **full, legal names**. If the lease is to be transferred into the name of a business entity, an individual with legal signatory authority for that business must also be listed on the request to transfer. Certain company documentation will be requested for verification purposes.

New Co-Leaseholder(s) (if applicable)

Name: _____ Name: _____
 Address: _____ Address: _____

Please contact Alyssa Cranska at (410) 260- 2405 or alyssa.cranska@maryland.gov if you have any questions about this form.