

Commercial Reporting Frequently Asked Questions (FAQs)

Last Updated: December 2018

How many different types of commercial reports are there?

DNR is expecting the timely completion of 6 different Commercial Harvest Reports. The names of these reports are listed below. *Please note: The list also includes the name that the report is commonly referred to in parentheses:*

1. [Daily Commercial Fisheries Catch Log - \(Finfish Report / Log Book\)](#)
2. [Daily Record of Commercial Crabbing - \(Crab Report / Log Book\)](#)
3. [Commercial Charter Boat Captain's Daily Log Book - \(Charter Log\)](#)
4. [Maryland Monthly Oyster Report - \(Oyster Harvest Report\)](#)
5. [Maryland Monthly Clam Report - \(Clam Report\)](#)
6. [Monthly Dealer Buying Report - \(Dealer Report\)](#)

What reports am I responsible for filling out?

The report(s) you are responsible for completing are based on the commercial authorizations, or license types, that you hold. For example, if you hold an LCC (Limited Crab Harvester) and a FIN (Unlimited Finfish Harvester), you are responsible for completing both a Finfish and Crab Report. Please use the table below to help you determine the report(s) you are responsible for. Your authorization / license types can be found at the bottom of your Commercial License Card.

License/Authorization Type	Common Abbreviation	Common Report Name					
		Dealer Report	Clam Report	Finfish Report	Crab Report	Charter Log	Oyster Report
Clam Harvester	CLM		X				
Conch, Turtle, Lobster	CTL			X			
Crab Harvester – 300/600/900	CB3, CB6, CB9				X		
Tidal Fish Dealer (Harvester Add-On)	FDA	X*					
Tidal Fish Dealer (Not Harvester)	FDL	X					
Finfish – Hook and Line	HLI			X			
Limited Crab Harvester	LCC				X		
Limited Crab Harvester, Male Only	LC4				X		
Master Guide (per vessel)	FGV					X**	
Master Fishing Guide License – Resident	FGR					X**	
Master Fishing Guide License – Non-Resident	FGN					X**	
Northern Snakehead Bowfishing License	NSB			X			
Oyster Dredge Boat with Oyster Surcharge	ODB						X
Oyster Harvester with Oyster Surcharge	OYH						X
Unlimited Finfish Harvester	FIN			X			
Unlimited Tidal Fish	TFL		X***	X	X	X**	X****

*Only if you sell other licensee's harvest.

**Only required from a licensee with a registered charter vessel.

***Only required if the licensee has declared for clam harvest.

****Only required if the licensee has paid the oyster surcharge.

If I record my harvest on one of the Department-issued commercial fishing permits (i.e. striped bass, yellow perch, summer flounder, etc.) do I still need to fill out a Finfish Report?

Yes. All commercial harvest must be recorded on one of the reports listed above. Some species require that harvest information also be recorded on specialized permits in addition to the commercial harvest report.

What months am I responsible for turning in all of my different reports?

The following table provides you with the months that each report is due to DNR.

Report	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Finfish Report	X	X	X	X	X	X	X	X	X	X	X	X
Crab Report				X	X	X	X	X	X	X	X	X
Charter Report				X	X	X	X	X	X	X	X	X
Clam Report	X	X	X	X	X	X	X	X	X	X	X	X
Dealer Report	X	X	X	X	X	X	X	X	X	X	X	X
Oyster Report	X	X	X							X	X	X

If I have a crabbing license and the eel permit, and I start eeling for my own bait in March, do I have to report my eel harvest?

Yes. You'll need to send in a crab report with the portion relating to eel harvest completed for the months you eel for your own bait, even if crabbing hasn't started yet.

I haven't fished or crabbed in years, do I still need to submit a report?

Yes. Even if you do not intend to commercially harvest, you must still submit the appropriate report annually. To keep from having to turn in a report each month, you can select the "I do not plan to fish/crab" box on the report. That information will be recorded and you will not be required to submit reports for the remainder of the year. However, if your plans change and you do end up commercially harvesting during that year, you must record that information and submit that report in a timely manner. *Please note: If you hold an Unlimited Tidal Fish License (TFL) you must turn in both the Crab and Finfish Reports, even if you only engage in one of those activities. Therefore, if you hold a TFL and you crab but never fish, you must complete a Crab Report every month and can select the "I will not fish" box in the Finfish report which will cover you for the rest of the year.*

How do I know if I missed a report or am late in delivering my report(s) to DNR?

A report is considered late if DNR has not received it within 10 days after the end of the month for which you are reporting. For example: If you are responsible for completing a Crab Report for the month of April, that report is due to DNR by May 10th. If we do not receive your report by May 10th, that report will be marked as being LATE. Once late, your name will be listed on our commercial fisheries webpage at <http://dnr.maryland.gov/fisheries/Pages/commercial.aspx>. If your name appears on one of these lists it is very important that you turn in your missing report as soon as possible.

What happens if I still do not turn in my reports after seeing my name on the lists mentioned above (DNR website)?

Please use the table below to determine when your reports will be marked as late.

Reporting Month	Report Due Date	Late Report Violation Date
April	May 10th	June 30th
May	June 10th	July 31st
June	July 10th	August 30th
July	August 10th	September 30th
August	September 10th	October 31st
September	October 10th	November 30th
October	November 10th	December 31st
November	December 10th	January 30th
December	January 10th	March 1st/2nd
January	February 10th	April 1st/2nd
February	March 10th	April 30th
March	April 10th	May 31st

Am I limited to completing and returning a written report to DNR through the mail or are there alternative ways I can submit my reports?

There are a number of ways that you can complete the reports you are responsible for and turn them into DNR.

1. **Mail to:** Fishing and Boating Services, Attn: Fisheries Statistics Program, 580 Taylor Avenue B-2, Annapolis, MD 21401
2. **Fax to:** Attn: Fisheries Statistics Program, (410-260-8279)
3. **Email:** Please scan and email to Fisheriesharvestreport.dnr@maryland.gov
4. **Electronic Reporting:** For many people, electronic reporting is easier and more convenient than reporting on a printed form. The department recommends that you use electronic reporting. Electronic reporting is the best way to ensure that the department receives your harvest reports. To begin using electronic reporting, please go to <http://dnr.maryland.gov/fisheries/pages/e-reporting/index.aspx>.
5. **Hand Delivery/In Person:** You may turn in your commercial harvest reports in person by bringing them to DNR Headquarters located at the 'Mail To' address above. *Please note: This is the only DNR facility where your reports can be delivered in person.*

How do I get a new logbook?

The department is no longer supplying logbooks. *We supply a copy of the reporting forms to licensed fishermen annually, but we also recommend that you visit our commercial website dnr.maryland.gov/fisheries/pages/commercial-reporting.aspx and print any additional copies you may need.*

I have completed the necessary paperwork for a temporary transfer of my commercial license. This means that someone else is using my license. Which of us is responsible for completing the necessary reports?

Either you or the holder of the license must submit the necessary reports. However, it will be the original license holder who will ultimately be held responsible for turning the reports in to DNR.

After reading all of the materials provided by DNR, I am still confused about what I am responsible for. Is there a way I can speak to a DNR representative to ask additional questions so I can be sure to comply with the commercial reporting requirements?

Yes. The best way for you to speak with a DNR representative is for you to call the Commercial Reporting Hotline at (1-800-893-2722). This is a voicemail system and you will have the opportunity to leave a message including your name, license number and question. Your phone call will be returned in the order that it was received.