



Larry Hogan, Governor
Boyd Rutherford, Lt. Governor
Jeannie Haddaway-Riccio, Secretary
Allan Fisher, Deputy Secretary

November 1, 2022

Dear Shellfish Leaseholder,

As you are aware, Maryland laws and regulations require leaseholders to pay annual rent and provide the Department with a report documenting the use of a lease each year. Additionally, both leaseholders and other individuals who plan to engage in aquaculture activities on a leased area should, in most cases, possess a Shellfish Aquaculture Harvester Permit and/or Registration Card. Enclosed in this mailing are your invoice for 2023 annual rent and the documents that must be completed and returned to the Department in order to comply with these requirements. **Failure to submit timely payment and/or completed documents may result in delayed permits or notice of default and lease termination.**

Shellfish Aquaculture Harvester Permits and Registration Cards (SAHP/RCs) will be renewed in 2023 if all requirements of the permit, including monthly harvest reporting, have been satisfied and individuals remain eligible for permitting. New Registrants, who have not done so previously, must obtain a DNRid and Aquaculture Declaration in the COMPASS system, review the harvester education training document and sign the Harvester Verification and Signature Form prior to receiving a harvester card.

PLEASE NOTE: Your current SAHP/RCs will expire on Dec. 31, 2022. If you plan to conduct aquaculture activities on your lease beginning Jan. 1, 2023, your paperwork must be complete and received no later than Dec. 2, 2022, to ensure processing, printing, and delivery of your Permit and Registration Cards before Jan. 1. Issuance of SAHP/RCs will not be guaranteed by Jan. 1 for leases that have forms received after Dec. 2. After that date, SAHP Renewal forms will be processed upon receipt and 2023 SAHP/RCs will be mailed on a rolling basis every two weeks beginning Jan. 5, 2023. **All forms must be completed and received by the department no later than Jan. 1, 2023** to remain in good standing and avoid receipt of a notice of default and lease termination.

Be sure to review the instructions and information on all forms carefully, and only use the forms provided that are specific to this lease and/or the 2022-23 reporting and permitting cycle. The checklist below lists all of the required items that should be enclosed with your return mailing. Incomplete or unsigned forms will not be accepted and may lead to a delay in permitting.

- 2023 Lease Rent Invoice Stub with Payment
- 2022 Annual Usage Report Form and proof of water column insurance, if applicable
- 2023 Shellfish Aquaculture Harvester Permit Registrant Renewal Form
- 2023 Shellfish Aquaculture Harvester Verification and Signature Form, if applicable
- 2023 Declaration of Summer Harvest Landing Location
- 2022 Aquaculture Industry Status Report Survey (optional)

If you hold more than one lease, you must complete and return a full set of forms for each lease. Rent may be submitted as one combined payment for all of your leases; however, please note all lease number(s) on the memo field of your check. Finally, **please make a copy of all documents for your records prior to submitting them to the Department.**

Thank you for your continued cooperation and investment into Maryland's shellfish aquaculture industry. If you have any questions about the enclosures, please contact Aquaculture and Industry Enhancement Division staff at (410) 260-8652 or aquaculture.dnr@maryland.gov.

Sincerely,

Lynn Fegley
Acting Director, Fishing and Boating Services