



MARYLAND
DEPARTMENT OF
NATURAL RESOURCES

Wes Moore, Governor
Aruna Miller, Lt. Governor
Josh Kurtz, Secretary
David Goshorn, Deputy Secretary

November 1, 2023

Dear Shellfish Leaseholder,

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, all 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 2024 annual rent and the documents that must be completed and returned to the Department by January 1, 2024 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 for 2024 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, 2023. If you plan to conduct aquaculture activities on your lease beginning Jan. 1, 2024, your paperwork must be complete and received no later than Dec. 5, 2023, to ensure processing, printing, and delivery of your Permit and Registration Cards before Jan. 1. Issuance of SAHP/RCS is not guaranteed by Jan. 1 for leases that have forms received after (or are not complete by) Dec. 5. After that date, SAHP Renewal forms will be processed upon receipt and 2024 SAHP/RCS will be mailed on a rolling basis every two weeks beginning Jan. 4, 2024. **All forms must be completed and received by the department no later than Jan. 1, 2024** to remain in good standing and avoid 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 2023-24 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.

- 2024 Lease Rent Invoice Stub with Payment
- 2023 Annual Usage Report Form, receipt(s), and proof of water column insurance, if applicable
- 2024 Shellfish Aquaculture Harvester Permit Registrant Renewal Form
- 2024 Shellfish Aquaculture Harvester Verification and Signature Form, if applicable
- 2024 Declaration of Summer Harvest Landing Location
- 2023 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 numbers on the memo field of your check. An online electronic payment option is also available on the [Maryland Onestop Portal](#). 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) 260-2401 or aquaculture.dnr@maryland.gov.

Sincerely,

Brian Callam, Ph.D.

Director, Aquaculture Division, Fishing and Boating Services