



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 OR Fax to: (410) 260-8310
Tawes State Office Building Email to: Kellie.dennis@maryland.gov
580 Taylor Ave. E-4, Annapolis, MD 21401

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 Kellie Dennis at (410) 260- 8652 or kellie.dennis@maryland.gov if you have questions about this form.