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
OR
Fax to: (410) 260-8310
Email to: Kellie.dennis@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: __________________________

New Co-Leaseholder(s) (if applicable)

Name: ____________________________ Name: ____________________________
Address: __________________________ 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.

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