



The Sussex Inshore Fisheries and Conservation Authority Shellfish Permit Byelaw APPLICATION FOR A **COMMERCIAL** SHELLFISH PERMIT

Important notes to applicants

- Please refer to relevant byelaw and application guidance when completing this form
- A valid permit is required to fish within the Sussex IFCA District for the specified shellfish species using pots or amounts of crabs or lobsters above daily limits
- The permit applied for is for a period of two years from the commencement date
- An original application form should be used to apply for a permit (obtained from the IFCA office or downloaded and printed out from website)
- Please complete the form using CAPITALS only in black pen
- Hard copies of completed application forms are required

I HEREBY MAKE AN APPLICATION FOR A COMMERCIAL SHELLFISH PERMIT IN ACCORDANCE WITH THE SUSSEX IFCA SHELLFISH PERMIT BYELAW 2015.

1. Full name of vessel owner

Where joint ownership exists, please specify all parties -----

2. Address -----

Postcode ----- Telephone landline -----

Mobile ----- Email address -----

3. Permit holder's nominated representative (see guidance) -----

4. Full name of vessel -----

Please supply copy of vessel's valid Registration Certificate – [email to database@sussex-ifca.gov.uk](mailto:database@sussex-ifca.gov.uk)

Overall length in metres -----

Is the vessel a registered Fishing Vessel? ----- Reg. PLN fishing no. -----

Does your fishing licence include a shellfish entitlement? -----

Please supply copy of valid Fishing Licence for vessel - [email to database@sussex-ifca.gov.uk](mailto:database@sussex-ifca.gov.uk)

Home Port ----- Licence no. -----

5. I HEREBY DECLARE that the information I have provided is accurate and that I will at all times comply with the conditions of the permit issued to me.

I understand that I may be both committing an offence and invalidating the permit if I provide false or inaccurate information within the application.

Signed _____ Date _____

The estimated time to print and issue new coloured tags with specific shellfish permit holder details will be approximately 10 working days from receipt of the completed application and payment.

The Authority should be notified immediately of changes to any of the information provided in this application.

Summary of application fees

| Please complete relevant boxes marked in orange to calculate the total fee | | | | | |
|--|----------------|--|----------|--|----------------|
| Pot Type | Maximum number | Required Number (insert the number of tags required for each pot type) | Tag Cost | Calculation for the cost of tags for each pot type | Fee Sub Totals |
| Lobster/Crab | 600 | | 15p | 0.15 x (No. pots required) | £ |
| Whelk | 600 | | 15p | 0.15 x (No. pots required) | £ |
| Cuttlefish | 300 | | 15p | 0.15 x (No. pots required) | £ |
| Fixed Admin fee £7.00 | | | | | £7.00 |
| Permit Fee | | | | | £200.00 |
| Total Application Fee (insert combined sum of sub totals) | | | | | |

PAYMENT OF TOTAL APPLICATION FEE

By BACS only Payment ref: SP & "Your name"
Including **SP** in your bank payment reference will tell us that it's a Shellfish Permit payment

Sussex IFCA Bank Account details:

Account name Sussex Inshore Fisheries and Conservation Authority
Bank name Nat West Bank
Sort Code 53-61-02
Account no. 60265930

Important

Cash and cheque payments by post or direct to office will **not** be accepted and the Authority accepts no responsibility for payments sent by post with applications

This application form should be returned to:

**Shellfish Permit Application,
Sussex IFCA,
12a Riverside Business Centre,
Brighton Road, Shoreham-by-Sea,
West Sussex BN43 6RE.**

Or submitted by email to database@sussex-ifca.gov.uk

Your Application Check List

- Form completed in black pen and capitals
- Permit representative identified if permit holder is not vessel master
- Copy enclosed of the valid vessel registration certificate
- Copy enclosed of valid fishing licence (over 10m vessels sections 1-7 / under 10m vessels part 1 containing vessel details)
- Declaration signed
- Summary of fees for pots completed
- Requirement for courier postage indicated and included in payment total
- Total application fee calculated
- Cheque enclosed or BACS payment made
- Payment type ticked.
- Submitted completed Catch Returns for present permit.