



## RECREATIONAL SHELLFISH PERMIT REPLACEMENT OR ADDITIONAL TAG APPLICATION FORM

As a Sussex Recreational Shellfish Permit holder I hereby make application to Sussex Inshore Fisheries and Conservation Authority for **replacement or additional** shellfish permit pot tags as detailed below.

### Important notes:

- Please refer to relevant guidance on pages 3 and 4 when completing the form.
- Any replacement or additional tags issued will be valid only for the duration of the existing Shellfish Permit for which they have been issued.
- Subject to the details of the application the Authority may require the Shellfish Permit Holder to replace all tags for a specific pot/tag type.
- Where possible damaged or recovered tags should be retained and returned to the Authority with the application.
- Tags that have been replaced must not be subsequently reused, it is an offence to use more than the maximum specified number of tags.
- Tags will be issued when the payment has been received (BACs payment or WorldPay).
- All tags are charged at the same rate (15p/unit) as the original tags issued plus postage (£2.00).

### Information concerning any lost/damaged, replacement and additional tags (please complete with a black pen in CAPITALS)

Full name of applicant \_\_\_\_\_

Vessel name \_\_\_\_\_

Permit No. \_\_\_\_\_

### Tag requirements, please complete shaded boxes in table as appropriate.

**Important Note: A maximum of 5 lobster/crab, 5 whelk and 2 cuttlefish tags can be ordered.**

Pot Type	No. of replacement tags required	No. of damaged tags returned	No. of pots lost with tags
Lobster/Crab			
Whelk			
Cuttlefish			
<b>Total</b>			

### If relevant please briefly describe the reason for requiring replacement tags including lost gear positions and any description of gear.

(e.g. loss of pots in approximate position Lat/Long or range from known point e.g. 3 miles south of Eastbourne Pier, lost 2 lobster/crab parlour pots with yellow door clips) This information may help the Authority and others locate and return lost gear.

(Please be aware you may be contacted to discuss details)

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Do you have any evidence regarding how the tags were lost?  
 (this will help the Authority assess the application request)

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Is there anything else you would like the Authority to consider when reviewing your application?

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I declare the information provided is to my knowledge true and accurate.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Please print your name \_\_\_\_\_

Refer to associated guidance below to complete this form.

Payment details: please insert the appropriate fees in the shaded boxes.

<b>Tag Cost</b>	<b>Calculation for the cost of all tags specified in tag detail table</b>	<b>Fee Sub Totals</b>
15p	0.15 x (No. tags required)	£
<b>Fixed administration and postage charge</b>		<b>£ 2.00</b>
<b>Total Application Fee (please insert combined sum of sub totals)</b>		

**PAYMENT FOR TAGS**

By BACS      **Sussex IFCA Bank Account details:**  
**Account name**    Sussex IFCA  
**Bank name**            Nat West Bank  
**Sort Code**            53-61-02  
**Account no.**         60265930  
**Payment ref:**    **SP & "Your name"**

**Including SP in your bank payment reference will tell us that it's a Shellfish Permit payment.**

## **Important**

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

**To submit an application by email, send to the following address:**

**[database@sussex-ifca.gov.uk](mailto:database@sussex-ifca.gov.uk)**

## **Sussex IFCA Shellfish Permit Scheme**

### **Guidance on recreational permit holders applying for replacement pot tags**

#### **Introduction**

As part of the Sussex Shellfish Permit Byelaw conditions, the Authority places limits on the maximum number of pots that may be used and requires that all pots are fitted with identification tags issued.

The Authority recognises that:

- Shellfish fishing using static gear will result in the loss of pots and tags at sea, and those losses vary depending upon factors including the areas worked, sea state and presence of other fishing activity; and
- Permit holders may decide they need more tags than those previously applied for in the initial application.

#### **How can I apply for tags?**

Recreational Shellfish Permit Holders should apply for replacement of lost or damaged tags or additional tags using this form.

The following procedures are intended for the issuing of replacement and additional tags where recreational pot limits apply (5 lobster/crab pots, 5 whelk pots and 2 cuttlefish traps).

#### **Limits on replacement tags**

Subject to the details of the application the Authority may require the Shellfish Permit Holder to replace all tags for a specific pot/tag type.

#### **Summary process when applying for replacement tags (above maximum limits)**

- The recreational Shellfish Permit holder completes this form when applying for replacement and additional tags.
- The required number and type of tags should be clearly specified
- Details of how any tags were lost should be included where possible.
- Existing damaged tags (if available) should be returned with the application.
- The order cost should be calculated from the total number of tags and postage fee. All tags will cost 15p/tag and £2.00 postage and administration fee for each application request.
- The application fee should be made by BACS or WorldPay.
- The declaration on the application form should be signed by the Permit Holder.
- Any tags subsequently recovered after their replacement must not be reused.
- If the Authority receives an application for replacement tags above the prescribed limits the Authority may require the permit holder to purchase an entirely new set of tags.
- Please dispose of all waste responsibly onshore. Discarded plastics and other waste damage the environment, fisheries and your business. It is illegal to dump rubbish within inshore waters and the Sussex IFCA District