NEW YORK STATE | Department of Environmental Conservation

KATHY HOCHUL
Governor

AMANDA LEFTON
Commissioner

New York State Cultured Shellfish Landings and Activity Report

The attached reporting form is for use by all New York's commercial shellfish growers, whether holders of an ***On/Off Bottom Culture (OBC) permit*** and/or a ***Marine Hatchery permit***, and regardless of whether cultured shellfish are landed and sold or distributed to market for consumption or resale under the authorization of a ***Shellfish Dealer/Shipper permit*** or ***Shellfish Digger's (Harvester's) permit*** also held by the permittee.

Instructions

All* OBC and Hatchery permittees** are required to complete and submit this form to the Department monthly by the **10th day of each succeeding month,** even if there were no landings or activities during a given month. After entering the ***'Month' and ***'Year'*** being reported, proceed to the four reporting sections, and complete those that are applicable for that month, as described below. If you have **no landings** to report for a given month (*i.e.*, no cultured shellfish sold or distributed for consumption or resale), simply check the ***'Did Not Sell / Distribute This Month'* box** in the upper right-hand corner of the form, complete ***Section III.*** and/or ***Section IV.*** if applicable and then complete all relevant ***'Report Submitted By:'* fields,** including the ***'Signature'* field**, at the bottom of the page and submit. **Tip:** If your operation is currently inactive, and you know you will have multiple, consecutive months during the calendar year ahead with no landings and no other activities to report, you may report for those months in advance on a single form by entering them in the ***'Month'*** field, checking the ***'Did Not Sell / Distribute This Month'* box**, completing the ***'Report Submitted By:'* fields**, and submitting.

Shellfish Harvest Area & Species Identification ***Harvest Area*** is the alphanumeric code that you write or print on your digger or dealer/shipper tag to identify where the cultured shellfish were harvested from (***DEC's Public Shellfish Mapper*** can be used to determine ***Harvest Area***). The following abbreviations can be used to identify shellfish species:

Eastern oysters: *EO* **Hard clams: *HC*** **Bay scallops - *BS***

Section I. If you are an **OBC permittee** that sold/distributed your cultured shellfish to market under authorization of a ***CLASS D DIGGER/SHIPPER permit*** or a ***CLASS A or B DEALER/SHIPPER permit*** you also held during the month being reported, enter the ***'Permit Class'* letter**, the ***'Permit #'*** and complete this section, entering the **monthly total** for ***'Quantity'*** of shellfish sold in ***pieces*** for each ***'Harvest Area'*** and ***'Species'***, along with the ***'Average Size'*** (*i.e.*, longest shell dimension) in ***inches (in)***. If there were multiple combinations of harvest areas, species and quantities of shellfish sold during the month being reported, complete one row of this section for each separate combination of these variables.

*****PLEASE NOTE*****

If you are an **OBC permittee** that holds a ***CLASS A or B DEALER/SHIPPER permit*** and you:

1) **buy cultured shellfish from other OBC permittees, *do not* *report these as your own landings*.** The OBC permittees you buy from must report their own landings using this same form.

2) **buy wild-harvested shellfish from diggers, *do not* *report these landings using this form*.** They must be reported using the ***'New York State Shellfish Landings Report'*** for wild harvest.

(continued on next page)

Section II. If you are an **OBC permittee** that sold/distributed your cultured shellfish under authorization of a ***DIGGER'S permit*** (*i.e.*, *only* to the holder of a valid ***Class A or B Dealer/Shipper permit*** who has a place of business in Nassau or Suffolk Counties) during the month being reported, enter that ***'Permit #'*** and complete this section, following the same instructions given in ***Section I.*** Additionally, you must report the ***'Disposition'*** of these shellfish, which would be the ***name of the Class A or B Dealer/Shipper permit holder*** these shellfish were sold or distributed to. If there were multiple combinations of harvest areas, species, quantities and dispositions of shellfish sold during the month being reported, complete one row of this section for each separate combination of these variables.

Section III. If you are an **OBC** and/or **Hatchery permittee** that **RECEIVED** ***shellfish seed or larger shellstock from a hatchery, or any other source, for stocking and culture at a cultivation site*** during the month being reported**,** complete this section for each lot or shipment of shellfish received by entering the ***'Species'***, ***'Quantity'*** in ***pieces***, ***'Average Size'*** in ***millimeters (mm)*** *or* ***inches (in)***, ***'Source'*** **(*e.g.,* hatchery name)**, and ***'Disposition'*****,** which would be the name of the **Cultivation Site** where the shellfish were stocked after receipt **(*e.g.*, lease site ID)**. If there were multiple combinations of species, quantities, average sizes, sources and dispositions of shellfish received during the month being reported, complete one row of this section for each separate combination of these variables.

Section IV. If you are an **OBC** and/or **Hatchery permittee** that **DISTRIBUTED** ***shellfish seed or larger shellstock to other permitted NY culturists, including research or restoration organizations whose activities are authorized by the Department, or out of-state culturists*** during the month being reported**,** complete this section by entering the ***'Species'***, ***'Quantity'*** in ***pieces*****,** ***'Average Size'*** in ***millimeters (mm)*** *or* ***inches (in)*****,** and ***'Disposition'*****,** which would be **the name of the NY culturist or authorized NY research or restoration organization** and/or the **out-of-state individual or entity** these shellfish were sold or distributed to**.** If there were multiple combinations of species, quantities, average sizes, and dispositions of shellfish distributed during the month being reported, complete one row of this section for each separate combination of these variables.

Once you have completed all applicable sections of the reporting form, continue to the bottom of the page to complete the ***'Report Submitted By:'*** **fields** (individual/business entity name, permit numbers) and **sign and date the form**.

The reporting form may be submitted by…

1) **mailing to:** **NYSDEC Division of Marine Resources**
Shellfish Management Unit
123 Kings Park Blvd. (Nissequogue River State Park)
Kings Park, NY 11754

2) **emailing a scan to:** **shellfishlandings@dec.ny.gov**

3) **faxing to:** **(631) 444-0496**

If more space is needed beyond what is provided in each section of the report to capture all your activities, expanded attachments for each section can be provided. Alternatively, you can submit your own attachment(s) in the format of your choice provided that all required information from each applicable section of the reporting form is included, legible, and submitted along with a signed and dated reporting form that references your attachment(s).

The information provided to the Department in this report is strictly confidential and for Department purposes only. Any dissemination of the information will be in aggregated form only, such that no production data, or any other details of a single company or individual's business, operation, or specific location could be known. Aggregated production data and other information are useful in demonstrating the aquaculture sector's contribution to New York's shellfish industry, and its importance to the State's economy. If you have any questions, please contact ***Wade Carden*** *at* ***(631) 444-0481*** *or* ***wade.carden@dec.ny.gov*** *.*