



Northeast Region Bulletin

National Marine Fisheries Service, Northeast Regional Office, 55 Great Republic Drive, Gloucester, MA 01930

For Information Contact:
Sustainable Fisheries Division
(978) 675 - 2162

<http://www.nero.noaa.gov/>
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Federal Lobster Permit Holders

Guidance

Lobster Trap Tag Ordering Instructions

2014 Fishing Year (May 1, 2014 – April 30, 2015)

If you intend to fish for lobsters with trap gear during the 2014 fishing year, you must renew your Federal lobster permit and order lobster trap tags. Your permit renewal application will be sent under a separate mailing package. This guide informs you how to order your trap tags. In some cases, you may be required to order trap tags through your state fisheries agency, as explained below.

Trap Gear Fishermen:

To fish with lobster traps, you must select trap gear (gear code 800) and at least one lobster management area on your Federal permit renewal application. If you are eligible to use the enclosed form for ordering trap tags, we will forward the lobster management areas you select on your Federal permit renewal application to TydenBrooks (formerly known as Stoffel Seals) so they appear on your Fishing Year 2014 trap tags. If you purchase your trap tags through a state agency, you must choose the same lobster management areas on the state's trap tag order forms that you have chosen on your Federal permit renewal application. You must attach a 2014 trap tag to each fished lobster trap. **The deadline for attaching the 2014 trap tags to your lobster traps is June 1, 2014.**

Non-Trap Gear Fishermen:

If you do not intend to fish with traps, and if trap gear (gear code 800) is **not** selected on your Federal permit renewal application, you are **not** required to select a lobster management area or purchase trap tags.

<i>Frequently Asked Questions</i>	
When will my 2014 lobster trap tag(s) be valid?	2014 trap tags must be on your traps by June 1, 2014 , and will remain valid through May 31, 2015 .
How do I fill out a trap tag order form?	Instructions are provided below, and an order form is enclosed.
Where can I get more information?	For questions regarding lobster management area designation or trap tags, contact us at (978) 675-2162 or visit the Northeast Region webpage at: www.nero.noaa.gov/sustainable/species/lobster/ .

For small entity compliance guides, this bulletin complies with section 212 of the Small Business Regulatory Enforcement and Fairness Act of 1996. This notice is authorized by the Regional Administrator of the National Marine Fisheries Service, Northeast Region.

<i>Who Must Use the Trap Tag Order Form</i>	
Who <u>SHOULD</u> order trap tags using the enclosed form?	You must order your lobster trap tags using the enclosed form if you have a Federal lobster permit and your permit address is in New Jersey, Delaware, Maryland, Virginia, or North Carolina.
Who should <u>NOT</u> order tags with the enclosed form?	If your Federal lobster permit has a Connecticut, Massachusetts, New Hampshire, or Rhode Island address, you must order your trap tags from your state agency. Maine: If you have a Federal lobster permit and a State of Maine lobster license, you must purchase your trap tags through the Maine Dept. of Marine Resources. New York: If you have a Federal lobster permit and a State of New York lobster license and elect to fish in Area 6 only, you are required to purchase your trap tags from the New York Department of Environmental Conservation; otherwise, you may use the enclosed form.
<i>Ordering Lobster Trap Tags</i>	
Where do I send the completed form?	TydenBrooks (formerly Stoffel Seals) 227 Route 303N – Unit 101 Congers, NY 10920
How do I pay for the trap tags?	Cashier’s check or money order payable to TydenBrooks, or a credit card authorization. Personal or corporate checks or cash are not accepted. Payment amount should include the sales tax for your state of residence if you are not tax exempt.
Where do I send my tax exemption information?	Submit the state tax exemption form and other relevant documentation with your trap tag application. These forms may be obtained from your state’s Department of Revenue. Orders received without a tax exemption certificate, or applicable sales tax, will not be processed.
How long will take to get my trap tags?	It may take up to 8 weeks to get your trap tags once your order has been received by TydenBrooks. For questions concerning orders you have submitted or incorrect shipments, contact TydenBrooks at (800) 345-3503 or Karin.Ryan@tydenbrooks.com, or you may contact us at (978) 675-2162.
How many trap tags can I order?	Your overall trap allocation is the lowest trap limit of all eligible lobster trap areas designated on your 2014 permit. You may order that number of trap tags, plus an additional 10 percent to be used for routine trap tag losses.
Who’s responsible for lost/destroyed trap tags?	The vessel owner or operator is accountable for all trap tags; therefore, vessel owners or operators are required to report all lost or destroyed trap tags, regardless of reason, to NMFS, by fax or letter, within 7 days after the trap tags are known to be lost or destroyed.
How do I report the trap tags that were lost or destroyed?	Submit a statement by mail to: Lobster Trap Tag Replacement Program National Marine Fisheries Service 55 Great Republic Drive Gloucester, MA, 01930 Or, submit a statement to us by fax to: (978) 281-9135
What should the statement for lost/destroyed trap tags include?	A description of the events that resulted in the destruction or loss of trap tags, such as: Date the tags were first known to be lost or destroyed; last known latitude and longitude coordinates of traps/tags; weather events or other suspected causes of loss; the date traps/tags were last seen; and any other information that will help us assess the circumstances of the loss.

Guidance on the Replacement of Used, Lost, or Destroyed Trap Tags

If NMFS has a trap tag agreement with your state (Maine, New Hampshire, Massachusetts, Rhode Island, or Connecticut), follow the instructions provided by your state about replacing used, lost, or destroyed trap tags. Otherwise, you may replace trap tags that are attached to gear that is no longer in use and removed from the water, by exchanging them on a tag-for-tag basis as described in the next section.

1. **Replacement of Lost/Destroyed Tags Not Exceeding 10 percent of Total Trap Allocation:** Your extra 10-percent allocation of trap tags must be used to replace tags if the number of lost/destroyed tags does not exceed 10 percent of your total trap allocation. You may purchase the number of tags equal to 10 percent of your total trap allocation when making your initial trap tag order using the enclosed form. You do not need our approval for using your additional allocation for routine losses if needed, but you are still required to report all lost/destroyed tags to us. If you have used your entire 10-percent additional allocation and need to replace additional tags, you must obtain approval from us in accordance with the replacement provisions described below.

2. **Replacement of Lost/Destroyed Trap Tags Exceeding 10 percent of Total Trap Allocation:**

If the number of lost/destroyed trap tags exceeds 10 percent of your total trap allocation, indicate in your statement of trap tag loss or destruction, the number of lost/destroyed trap tags you intend to replace (minimum trap tag orders in multiples of 20 trap tags only [for example, 20, 40, 60]). Submit your statement regarding your trap tag loss to us. If you provide sufficient evidence of the loss/destruction of trap tags, we will approve your replacement request and a **Lobster Trap Tag Replacement Authorization Form** will be sent to you. Please complete the form and submit it, along with payment for the replacement trap tags, directly to TydenBrooks **only** after you have received approval and a form from us.

Subsequent Trap Tag Orders

Additional trap tag orders may be placed after reviewing your initial tag order under the following circumstances by using the **Lobster Trap Tag Order Form**:

1. **Orders to Purchase the Balance of Your Trap Tag Allocation:** You are not required to purchase the total allowable allocation of trap tags for the areas that you designate for trap fishing, but you must order enough trap tags for the number of traps intended to be deployed. If you do not order the total amount of trap tags you are allowed now, you may order the remaining trap tags later by using the **Lobster Trap Tag Order Form**, and submitting it directly to TydenBrooks.

2. **Orders for a Tag-for-Tag Exchange:** You may remove the trap tags from traps that have been taken out of the water and return these trap tags, along with a completed **Lobster Trap Tag Order Form** and payment to TydenBrooks, and receive an equal amount of trap tags in return.

3. **How to Purchase your Trap Tag Balance or Exchange Trap Tags:** Use the enclosed **Lobster Trap Tag Order Form** for subsequent trap tag orders. Submit your form, along with payment (including either state tax or a state tax exemption form), to TydenBrooks in accordance with the instructions on the form.

National Marine Fisheries Service
2014 Lobster Trap Tag Order Form



Do **NOT** use this form if your address listed on your Federal lobster permit is Connecticut, Massachusetts, New Hampshire, Rhode Island; or if you possess a State of Maine lobster license; or if you possess a New York lobster license **and** you elected Area 6 only. If any of these conditions apply to you, **you must purchase your trap tags through your state agency.**

1. If you are not required to purchase trap tags through your state agency, and you have a valid 2014 Federal lobster trap permit, complete Parts **A**, **B**, and **C** of this form.
2. Send this completed form and payment to:

TydenBrooks (formerly Stoffel Seals)
P.O. Box 825 – Dept. 3
Nyack, NY 10960-0825

You may also contact TydenBrooks by email to karin.ryan@tydenbrooks.com.

3. Make a copy of this blank form for use when placing subsequent trap tag orders.

A **PLEASE PRINT**

Name _____

P.O. Box / Street _____

City/State/Zip _____

Telephone Number () _____

Vessel Name _____ Federal Permit # _____

Vessel Documentation # or State Registration # _____

B **PLEASE INDICATE BELOW THE NUMBER OF TRAP TAGS YOU WISH TO PURCHASE:**

Note: The lobster management areas that appear on your trap tags will be consistent with those on your 2014 Federal lobster permit. The number of trap tags you may order is equal to the trap allocation indicated on your 2014 Federal permit, plus an additional 10 percent.

Total Number of Federal Trap Tags Requested: _____ X \$0.16 per tag = \$ _____

State Tax = \$ _____

Total Amount Enclosed = \$ _____

Method of payment: Amex Visa MasterCard Certified Check/Money Order

CARD NUMBER _____ / _____ / _____ EXP _____ / _____

Please make cashier's checks or money orders payable to: *TydenBrooks*.

No cash, personal or corporate checks will be accepted.

If tax exempt, please complete and return a tax exemption form for your state of residence. Orders received without a tax exemption certificate, or applicable sales tax, will not be processed.

C Signature _____ Date _____

The collection of this information is authorized under the Magnuson-Stevens Fishery Management and Conservation Act (16 U.S.C. 1801 et. seq.). The information will be used to manage the American lobster fishery. One of the regulatory steps taken by us is to carry out its conservation and management objectives in limiting fishing vessel effort. The purpose and use of the lobster trap tagging program is to provide identification of trap ownership, and to limit the number of traps for those vessels that fish traps by issuing lobster trap tags, with a maximum number of tags for each vessel. This assures consistency throughout the fleet of affected vessels. In addition, it allows us to determine the number of traps in use in the fishery to better monitor fishing effort in the future.

The public reporting burden for the collection of information is estimated at 5 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The public burden for using this form to order additional trap tags is estimated at 2 minutes. Send your comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Dan Morris, Deputy Regional Administrator, Northeast Region, NMFS, 55 Great Republic Drive, Gloucester, MA 01930-2298.

In spite of any other provision of law, no one is required to respond to, or be subject to, the requirements of the Paperwork Reduction Act, unless that collection of information displays a currently valid Office of Management and Budget Control Number.