Florida Fish & Wildlife Conservation Commission

Stone Crab Trap Certificate Transfer Form - Standard

1875 Orange Ave. East, Tallahassee, FL 32311-6160

STEP 1: INSTRUCTIONS

Transfer requests are only accepted from May 1 through the last day of February. Incomplete transfer requests received after February 15th will not be processed. Please read the application carefully, and print or type clearly. You must complete the entire application. This form and all fees due must be either sent by certified mail to FWC Office of Licensing and Permitting, 1875 Orange Ave. East, Tallahassee, FL 32311-6160, or hand-delivered to FWC Office of Licensing and Permitting. Both seller and buyer should keep a copy of this form. The completed form and all fees must be postmarked within **72** hours of the last signature being notarized. Incomplete applications will not be processed, and will be returned to the applicant.

Stone Crab trap certificates (tags) that are transferred outside the immediate family of the original certificate holder are subject to an 18.5 % reduction. Transfer and surcharge fees are assessed after the reduction.

STEP 2: SELLER INFORMATION

Name of Seller _____ Phone # (_____)_____-_____

SPL#_____ X#_____ Expiration Date:_____

Note to Seller: You must have a current Saltwater Products License (SPL), and current Restricted Species (RS) Endorsement and Stone Crab (X) Endorsement, and have paid any and all outstanding trap certificate fees, license fees, surcharges or any other charges owed to the Commission in order for this transfer to be completed.

STEP 3: BUYER INFORMATION

Name of Buyer _____ Phone # (_____)_____-_____

Shipping Address _____
(Street Address Only, no PO Box) (City) (State) (Zip)

SPL#_____ X#_____ Expiration Date:_____

Buoy Color _____

Note to Buyer: You must have a current Saltwater Products License (SPL), current Restricted Species (RS) Endorsement, current Stone Crab (X) Endorsement, and have paid any and all outstanding trap certificate fees, license fees, surcharges or any other charges owed to the Commission in order for this transfer to be completed (Your SPL with RS and X endorsements must be for the license year of transfer). No individual may possess more than 1% of the total amount of certificates in existence for the year.

Florida Fish & Wildlife Conservation Commission

Stone Crab Trap Certificate Transfer Form - Standard

1875 Orange Ave. East, Tallahassee, FL 32311-6160

STEP 4: CALCULATE FEES AND REDUCTION

Instructions: Please complete each row of this section for all applicable columns. For example, if you are only transferring A1 tags you need only to complete rows 1 – 10 for the A1 column. If you are transferring A1, A2, and B tags, then you must complete rows 1 – 10 for each column. Be sure to add across each row to get the subtotal for that row.	**A1** Tags originally issued by FWC and have never been transferred.	**A2** A1 tags that have only been transferred to immediate family.	**B** Tags that have been transferred outside of immediate family.	**SUBTOTAL**
1. Enter Number of Tags Purchased This is the total number of tags in this transaction, by tag type. If you aren't sure of the type, the seller may login to his/her account at MyFWC.com/CLS to find this info.				
2. Enter Price Per Tag This is the amount paid by the buyer to the seller per tag				N/A
3. Calculate Reduction Amount To calculate, multiply the Number of Tags Purchased (# 1) by .185 and round to the nearest whole number. (Example: 2.4 rounds to 2; 2.5 rounds to 3). This is number of tags that must be submitted to FWC as part of the trap reduction program (18.5%).				
4. Calculate Number of Tags Transferred To calculate, subtract Reduction Amount (# 3) from Number of Tags Purchased (# 1). This is the number of tags that will actually be used by the buyer.				
5. Calculate Sales Price To calculate, multiply the Number of Tags Transferred (# 4) by Price per Tag (# 2). This amount represents the value of the transferred tags.				
6. Calculate 25% Surcharge To calculate, multiply the Sales Price (# 5) by .25. There is also a $1/tag surcharge that you will calculate next. You will only pay the greater of the two, NOT both.			N/A No Surcharge Fee on B Tags	
7. Calculate $1/Tag Surcharge To calculate, multiply the Number of Tags Transferred (# 4) by $1.00. You will not pay both surcharge fees, only the greater of the two.			N/A No Surcharge Fee on B Tags	
8. Calculate Surcharge Fees Owed to FWC This is the surcharge amount you will pay to FWC for this transaction. To calculate, look at the subtotals for #6 and #7 above, and choose the greater number.				$
9. Calculate Transfer Fees Owed to FWC This is the $1.00/tag transfer fee you will pay to FWC for this transaction. To calculate, multiply the Number of Tags Transferred (# 4) by $1.00				$
10. Calculate Total Fees owed to FWC – Submit Certified Check or Money Order to FWC This is the total fee amount you must pay to FWC for this transaction. To calculate, add the Surcharge Fees Owed to FWC subtotal (#8) and Transfer Fee subtotal (#9).				$

STEP 5: TAG AUDIT NUMBERS

Tags Transferred to Buyer – If the transferred tag numbers are consecutive, please write the range of tag numbers below (example: 1 – 100). If they are not consecutive, please list them all individually (example: 25, 48, 106, 410, 642) on page 5. They must be written legibly or typed and in numeric order. These must be the actual tag numbers transferred.

Tag Number Range: _____ - _____

Reduction Tags Surrendered to FWC – If the reduction tag numbers are a consecutive, please write the range of tag numbers below (example: 1 – 100). If they are not consecutive, please list them all individually (example: 25, 48, 106, 410, 642) on page 6. These must be the actual tag numbers of the reduction tags.

Tag Number Range: _____ - _____

STEP 6: CHECKLIST

The checklist below is provided as a tool to assist you with this transfer. Please review the list and check off each item before submitting the form to FWC.

____ I have confirmed the seller has a current (not expired) SPL, RS, and X.
____ I have confirmed the buyer has either a current (not expired) SPL, RS, and X or has included proper application and payment along with this form.
____ I have confirmed that all outstanding trap certificate fees have been paid, or that payment is included with this form
____ I have included the reduction tags along with this form (if tags were previously ordered)
____ I have either listed the tag number ranges above, or have listed the tag numbers on the page provided
____ I have included a notarized copy of the bill of sale
____ I have included a **certified check or money order** payable to FWC for fees as calculated in Step 4
____ I have completed this Transfer Form in its entirety, including notarized signatures

STEP 7: SIGNATURES

_____

Seller's Signature (must be notarized below)

STATE OF FLORIDA, COUNTY OF _____
The foregoing instrument was acknowledged before me this ___ day of _____, 20____, by _____.

Notary Signature _____

Notary Name (Printed) _____

Personally Known _____ OR Produced Identification _____

Type of Identification Produced _____

_____

Buyer's Signature (must be notarized below)

STATE OF FLORIDA, COUNTY OF _____
The foregoing instrument was acknowledged before me this ___ day of _____, 20____, by _____.

Notary Signature _____

Notary Name (Printed) _____

Personally Known _____ OR Produced Identification _____

Type of Identification Produced _____

Form must be postmarked or delivered within 72 hours of last notarized signature

STONE CRAB TRAP CERTIFICATE BILL OF SALE

Date:_____

I, _____, X#_____
(Buyer)

purchased _____ Stone Crab trap certificates from
(# of tags purchased)

_____, X#_____
(Seller)

for $_____ per certificate for a total sales price of $_____.

_____ _____
Buyer's Signature (must be notarized below) **Seller's Signature**

STATE OF FLORIDA, COUNTY OF _____
The foregoing instrument was acknowledged before me
this ___ day of _____, 20____, by _____.

Notary Signature _____

Notary Name (Printed) _____

Personally Known _____ OR Produced Identification _____

Type of Identification Produced _____

Florida Fish & Wildlife Conservation Commission

Stone Crab Trap Certificate Transfer Form - Standard

1875 Orange Ave. East, Tallahassee, FL 32311-6160

ADDITIONAL SPACE FOR TAG NUMBERS TRANSFERRED

If you need additional space to list the transferred tags separately, please use this form and be sure to list them in numeric order and have the seller and buyer sign below. Make copies as needed.

_____ _____

Seller's Signature **Buyer's Signature**

Florida Fish & Wildlife Conservation Commission

Stone Crab Trap Certificate Transfer Form - Standard

1875 Orange Ave. East, Tallahassee, FL 32311-6160

ADDITIONAL SPACE FOR REDUCTION TAG NUMBERS

If you need additional space to list the reduction tags separately, please use this form and be sure to list them in numeric order and have the seller and buyer sign below. Make copies as needed.

_____ _____

Seller's Signature **Buyer's Signature**