



Florida Fish & Wildlife Conservation Commission
Spiny Lobster Trap Certificate Transfer Form- Immediate Family

2590 Executive Center Circle E • Suite 200 • Tallahassee, FL 32301

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, 2590 Executive Center Circle, Suite 200, Tallahassee, FL 32301, 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.

STEP 2: SELLER INFORMATION

Name of Seller _____ Phone # (_____) _____ - _____
 SPL# _____ C# _____ Expiration Date: _____

Note to Seller: You must have a current Saltwater Products License (SPL), and current Restricted Species (RS) Endorsement and Spiny Lobster (C) 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 Seller _____ Phone # (_____) _____ - _____
 Relationship to Seller _____ (see definition below)
 Shipping Address _____
(Street Address Only, no PO Box) (City) (State) (Zip)
 SPL# _____ C# _____ Expiration Date: _____ Buoy Color _____

Note to Buyer: You must have a current Saltwater Products License (SPL), current Restricted Species Endorsement, current Spiny Lobster 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 C endorsements must be for the license year of transfer). No individual may possess more than 1.5% of the total amount of certificates in existence for the year. You must also provide documentation proving your relationship to the seller – must be either the mother, father, sister, brother, spouse, son, daughter, step-son, step-daughter, step-father, step-mother, half-sister, half-brother, son-in-law, or daughter-in-law of the seller.



Florida Fish & Wildlife Conservation Commission
Spiny Lobster Trap Certificate Transfer Form- Immediate Family

2590 Executive Center Circle E • Suite 200 • Tallahassee, FL 32301

STEP 4: TAGS AND FEES

Tags Transferred to Buyer – If the transferred 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 a separate page. They must be written legibly or typed and in numeric order. These must be the actual tag numbers transferred.

Total # of tags being transferred: _____ Tag # Range: _____ - _____

Is this transfer the result of death or disability of the tag holder?

_____ Yes (No transfer fees due if result of death/disability)

_____ No (Please calculate transfer fee below)

Transfer Fee: _____ (total number of tags being transferred x \$2.00)

STEP 5: 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 C.
- _____ I have confirmed the buyer has either a current (not expired) SPL, RS, and C 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 either listed the tag number ranges above, or have listed the tag numbers on a separate page
- _____ I have included a notarized copy of the bill of sale
- _____ I have included proof of relationship (Birth certificates and/or Marriage Licenses)
- _____ If this is a death/disability transfer, I have included either a copy of the death certificate or proof of disability
- _____ I have included a **certified check or money order** payable to FWC for fees as calculated in Step 4, OR I am exempt from the fee because this transfer is the result of death or disability
- _____ I have completed this Transfer Form in its entirety, including notarized signatures

STEP 6: 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 _____