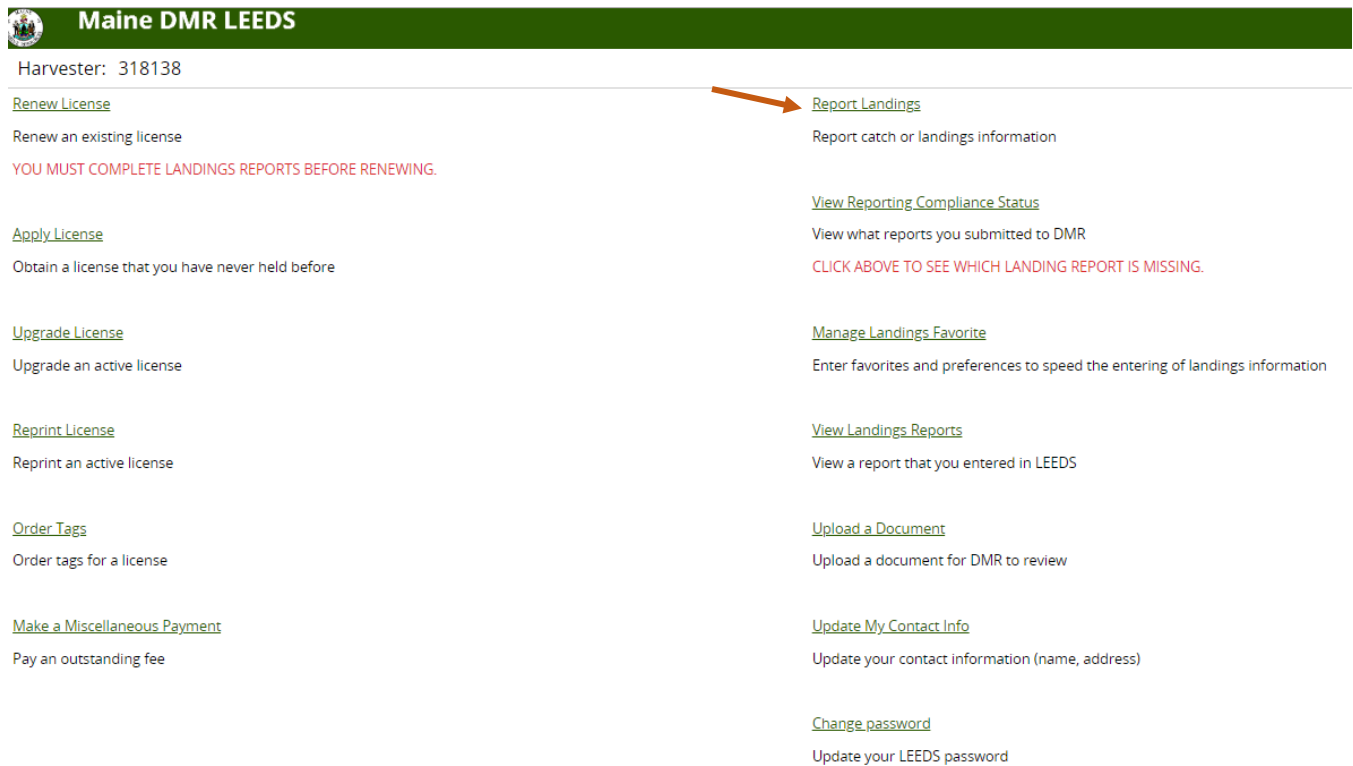


FILE A POSITIVE LANDINGS REPORT- ELVER DIP OR FYKE

1. Click on “Report Landings” to file a positive report.



Maine DMR LEEDS

Harvester: 318138

[Renew License](#)
Renew an existing license
YOU MUST COMPLETE LANDINGS REPORTS BEFORE RENEWING.

[Apply License](#)
Obtain a license that you have never held before

[Upgrade License](#)
Upgrade an active license

[Reprint License](#)
Reprint an active license

[Order Tags](#)
Order tags for a license

[Make a Miscellaneous Payment](#)
Pay an outstanding fee

[Report Landings](#)
Report catch or landings information

[View Reporting Compliance Status](#)
View what reports you submitted to DMR
CLICK ABOVE TO SEE WHICH LANDING REPORT IS MISSING.

[Manage Landings Favorite](#)
Enter favorites and preferences to speed the entering of landings information

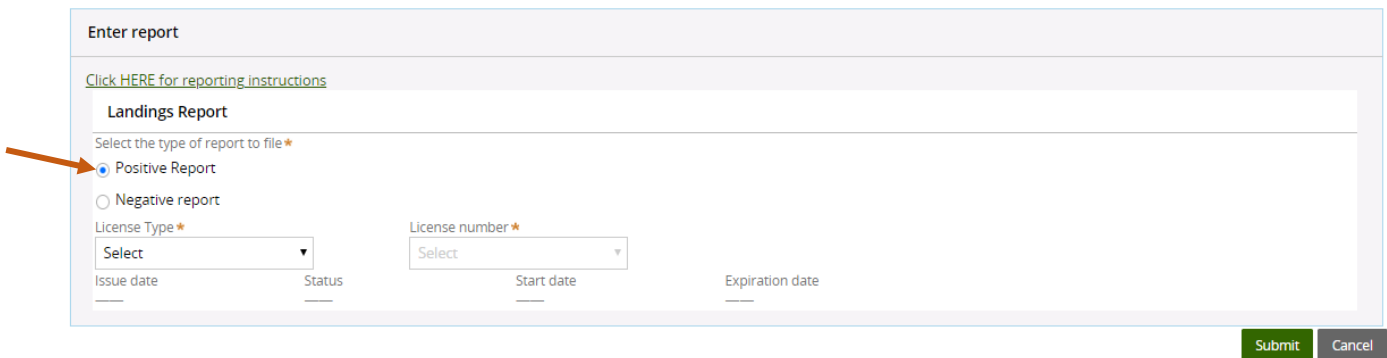
[View Landings Reports](#)
View a report that you entered in LEEDS

[Upload a Document](#)
Upload a document for DMR to review

[Update My Contact Info](#)
Update your contact information (name, address)

[Change password](#)
Update your LEEDS password

2. Select “Positive Report.”



Enter report

[Click HERE for reporting instructions](#)

Landings Report

Select the type of report to file *

Positive Report

Negative report

License Type *

License number *

Issue date Status

Start date Expiration date

- Next, select the license type and number that you want to report for by using the drop-down arrows. Once the license type has been selected, click “Submit”

Harvester Test Cancel

LANDINGS REPORT

Select the type of report to file*

Positive Report
 Negative Report

License Type* Elver Dip Net 1 Fyke Net License number* 7207 (2018-Active)

Issue date Apr 27, 2018 Status Active Expiration date Dec 31, 2018

Submit Cancel

- The first section of the report is “General Information.” Here you’ll select the trip date and vessel (if used). You can select the date by using the calendar icon or by using the drop-down arrows to select month, day and year.

LANDINGS REPORT (CR-116) Close

GENERAL INFORMATION

Trip Start Date* May 10 2018 Unload Date* May 10 2018 Vessel Name* ZuZu (ME9999)

Number of Sets* 0

FISHING & SEA TIME

Number of Crew (including Captain)* 0

Fishing time* 0 Fishing time units* Days

Total Dip Time* Dip Time Units* Hours

FISHING & LANDING AREA

Area Fished*

State Landed* Maine

For the port, enter the first few letter of the port name, then select result from the drop

5. The second section of the report is “Effort Information.” Here you’ll type or select using the drop-down arrows the gear type and quantity, fishing and sea time, area fished and port landed.

EFFORT INFORMATION

GEAR INFORMATION

Gear*
 *

Quantity of gear*
 *

Number of Sets*
 *

FISHING & SEA TIME

Number of Crew (including Captain)*
 *

Fishing time* Fishing time units*
 *

Total Dip Time* Dip Time Units*
 *

FISHING & LANDING AREA

Area Fished*
 *

State Landed*
 *

For the port, enter the first few letter of the port name, then select result from the drop down list displayed.

Port Landed* *

EFFORT INFORMATION

GEAR INFORMATION

Gear*
 *

Quantity of gear*
 *

Number of Sets*
 *

FISHING & SEA TIME

Number of Crew (including Captain)*
 *

Fishing time* Fishing time units*
 *

Total Dip Time* Dip Time Units*
 *

FISHING & LANDING AREA

Area Fished*
 *

State Landed*
 *

For the port, enter the first few letter of the port name, then select result from the drop down list displayed.

Port Landed* *

6. Once you are done with the effort information, click “Add Catch Information” and another window will drop down.

EFFORT INFORMATION

GEAR INFORMATION

Gear*
 *

Quantity of gear*
 *

Number of Sets*
 *

FISHING & SEA TIME

Number of Crew (including Captain)*
 *

Fishing time* Fishing time units*
 *

Total Dip Time* Dip Time Units*
 *

FISHING & LANDING AREA

Area Fished*
 *

State Landed*
 *

For the port, enter the first few letter of the port name, then select result from the drop down list displayed.

Port Landed* *

Species & Catch Information for this trip

+ Add Catch Information x Delete Selected Catch Information

SPECIES INFORMATION	CATCH INFORMATION
No items	

7. For the “Species Information” section, you’ll select the elver quantity harvested, and for the “Catch Information” section you’ll select what you did with the elvers.

Species & Catch Information for this trip

+ Add Catch Information x Delete Selected Catch Information

SPECIES INFORMATION	CATCH INFORMATION
Species* EEL,AMERICAN	Disposition in Compliance Reports* Sold to Dealer
Grade* Ungraded	Enter first few letters then select from drop down
Market Description* EV - Elver	Dealer name MIGIS LODGE
Quantity* 2.05	Catch Source* <input checked="" type="radio"/> Trip <input type="radio"/> Aquaculture <input type="radio"/> Carred <input type="radio"/> Seized by Enforcement
Units* LB - Pounds	

Submit this report only Submit & file next Submit & file negative for other licenses Cancel

8. If you need to add more elvers to this trip, select “Add Catch Information.”

Species & Catch Information for this trip

+ Add Catch Information x Delete Selected Catch Information

SPECIES INFORMATION	CATCH INFORMATION
Species* EEL,AMERICAN	Disposition in Compliance Reports* Sold to Dealer
Grade* Ungraded	Enter first few letters then select from drop down
Market Description* EV - Elver	Dealer name MIGIS LODGE
Quantity* 2.05	Catch Source* <input checked="" type="radio"/> Trip <input type="radio"/> Aquaculture <input type="radio"/> Carred <input type="radio"/> Seized by Enforcement
Units* LB - Pounds	

Submit this report only Submit & file next Submit & file negative for other licenses Cancel

9. Another box will pop-up below the species information you just entered and you can add more elver data to your trip. Click "Add Catch Information" if you need to enter more elver data.

Species & Catch Information for this trip

+ Add Catch Information ✕ Delete Selected Catch Information

SPECIES INFORMATION	CATCH INFORMATION
<p>Species* EEL,AMERICAN ▼</p> <p>Grade* Ungraded ▼</p> <p>Market Description* EV - Elver ▼</p> <p>Quantity* 2.05</p> <p>Units* LB - Pounds ▼</p>	<p>Disposition in Compliance Reports* Sold to Dealer ▼</p> <p>Enter first few letters then select from drop down</p> <p>Dealer name MIGIS LODGE ▼</p> <p>Catch Source* <input checked="" type="radio"/> Trip <input type="radio"/> Aquaculture <input type="radio"/> Carred <input type="radio"/> Seized by Enforcement</p>
<p>Species* EEL,AMERICAN ▼</p> <p>Grade* Ungraded ▼</p> <p>Market Description* EV - Elver ▼</p> <p>Quantity* <input type="text"/></p> <p>Units* Select ... ▼</p>	<p>Disposition in Compliance Reports* Select ... ▼</p> <p>Catch Source* <input type="radio"/> Trip <input type="radio"/> Aquaculture <input type="radio"/> Carred <input type="radio"/> Seized by Enforcement</p>

Submit this report only

Submit & file next

Submit & file negative for other licenses

10. Once you're done entering your elver data, you'll select whether you want to "Submit this report only," "Submit & file next," or "Submit & file negative for other licenses."

- **Submit this report only**- submits the landings data you entered for the specific license and date chosen
- **Submit & file next**- submits the landings data you entered for the specific license and date chosen and you'll receive a pop-up box giving you the option to submit another report for the same license or pick another license
- **Submit & file negative for other licenses**- submits the landings data you entered for the specific license and date chosen and files negative reports for any other licenses you may have that require reporting

Species & Catch Information for this trip

+ Add Catch Information × Delete Selected Catch Information

SPECIES INFORMATION	CATCH INFORMATION
Species* EEL,AMERICAN	Disposition in Compliance Reports* Sold to Dealer
Grade* Ungraded	Enter first few letters then select from drop down
Market Description* EV - Elver	Dealer name MIGIS LODGE
Quantity* 2.05	Catch Source* <input checked="" type="radio"/> Trip <input type="radio"/> Aquaculture <input type="radio"/> Carred <input type="radio"/> Seized by Enforcement
Units* LB - Pounds	

Submit this report only Submit & file next
Submit & file negative for other licenses

11. If you choose to "Submit this report only," you'll receive a notification telling you the report was filed successfully. Click "Close" to return to the home screen.

