



AQUACULTURE LEASE ASSIGNMENT **APPLICATION**

APPLICATION INSTRUCTIONS

- Before completing the application, please make sure you have reviewed the information about lease assignments at: <https://www.maine.gov/dmr/aquaculture>. Information is posted under “Announcements.”
- Before submitting your application make sure you have answered all questions clearly and completely and included all the necessary documentation. Incomplete applications may not be considered for assignment.
- The application must be received by the deadline specified in the notice. Late submissions will not be accepted.
- If you have questions about the application, please email DMRAquaculture@maine.gov

LEASE ASSIGNMENT APPLICATION

A. CONTACT PERSON

Name of Applicant:	
Contact Person:	
Email:	
Telephone:	

B. MAILING ADDRESS

Street Address:	
City:	
State:	
Zip Code:	

C. PHYSICAL ADDRESS

Same as mailing address

Street Address:	
City:	
State:	
Zip Code:	

E. LEASE INFORMATION

Lease Acronym:	
Date Lease Expires:	
Acreage:	
Town:	

F. CURRENT LEASE HOLDINGS

Does the applicant hold any other leases in Maine?
<input type="checkbox"/> Yes <input type="checkbox"/> No

If “Yes”, complete the table below to list all leases held by the applicant and provide total acreage.

Lease Acronym	Acreage
Total Acreage	

G. TECHNICAL CAPABILITY

a. What type of aquaculture site(s) has the applicant operated? Select all that apply.	Provide the acronym for each respective site(s)	How many years has the applicant operated the site?
<input type="checkbox"/> Have not operated any site(s)		
<input type="checkbox"/> Limited Purpose Aquaculture (LPA) licenses		
<input type="checkbox"/> Experimental Lease(s)		
<input type="checkbox"/> Standard Lease		

b. How many total years of experience does the applicant have operating aquaculture site(s)?
<input type="checkbox"/> No experience <input type="checkbox"/> 1 year or less <input type="checkbox"/> 2-5 years <input type="checkbox"/> 6-10 years <input type="checkbox"/> 11 years or more

c. What types of aquaculture cultivation techniques does the applicant have experience with? Select all that apply.

- No experience
- Free planting (no gear)
- Bottom gear (gear that sits on substrate)
- Suspended gear (gear within the water column, below the surface of the water)
- Floating gear (gear that sits on the surface of the water)

d. List all species the applicant has experience cultivating.

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H. PUBLIC HEALTH AND SAFE HANDLING OF SHELLFISH

a. Does the applicant hold a current vibrio certification?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
b. If “yes” list the full name of the individual who holds the certification.		

c. To comply with the National Shellfish Sanitation Program (NSSP) Model Ordinance (MO), DMR is requiring that all leases for the suspended culture of shellfish include a description of mitigation or deterrent measures to minimize the potential pollution impacts of birds at the site. Use the space below to list your mitigation or deterrent measures.

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I. PROPOSED LEASE ASSIGNMENT

a. Describe how the applicant will develop, operate, and maintain the site over the remainder of the lease term.

b. How will the applicant ensure they are operating the site in compliance with the existing terms and conditions governing the lease area?

c. Explain why this proposal represents the best use of the lease area.

d. How does this proposal support economic development, workforce opportunities, or other public benefit?

e. Provide cost estimates of the aquaculture activities over the course of the remaining lease term.	
Annual Lease Rent	
Annual DMR License Fees	
Annual cost to maintain the bond or commitment cost for the escrow account	
Annual Equipment Costs	
Annual Maintenance Costs	

J. RIPARIAN LANDOWNER NOTIFICATION

Is the lease within 1,000 feet of shorefront land (which extends to mean low water or 1,650 feet from shore, whichever is less, according to NOAA charts).	<input type="checkbox"/> Yes <input type="checkbox"/> No
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If yes, please submit the following:

- Include a completed riparian landowner list. If the site is in more than one municipality, you need to submit separate lists for each town/city.
- Make sure the list is certified by the municipality. The person certifying the list on behalf of the municipality should review the tax records and is typically the town clerk, tax assessor, or other individual familiar with these records.
- Include a labeled tax map that displays the: town name, parcels numbered clearly, legible scale, and boundaries of the proposed lease site.

RIPARIAN LANDOWNER LIST

Using municipal tax records, complete the table below for all riparian shorefront parcels within 1,000 feet of the proposed lease site. **It is the applicant’s responsibility to assemble the information for the municipality to certify.** The municipality *only* certifies that the information is correct according to the town’s tax records. Once you have completed the form, ask the municipality to complete the certification section below. Attach additional pages as necessary.

Name of Municipality:	
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Tax Map Number	Lot Number	Name of Landowner(s)	Mailing Address (Based on municipal tax records)

Town Certification

By signing below, I am certifying on behalf of the municipality listed above that the names and addresses of the property owners, including the map and lot numbers, are those listed in the records of this municipality and are current as of this date.

Printed Name:	
Signature:	
Position:	<input type="checkbox"/> Town Clerk <input type="checkbox"/> Town Assessor <input type="checkbox"/> Other town official. Please specify:
Date:	

K. SIGNATURES AND CERTIFICATION

Every listed applicant needs to complete and include a copy of this form with the submission. If the applicant is a company, this needs to be completed and signed by a person authorized to make such certifications and submissions on behalf of the company.

Please read and check each box confirming understanding

- I have read DMR’s aquaculture laws and regulations and will comply with those provisions.
- I have read the lease assignment instructions posted to DMR’s website.
- I understand that it is my responsibility to ensure that my application submission is complete. I understand that an incomplete application submission may result in the proposal not being selected for assignment.
- I understand that falsifying any information in this application will result in termination of the application or other enforcement action.

Printed Name	
Signature	
Date	

L. REQUIRED SUPPLEMENTAL MATERIALS

Include a letter from a financial institution stating that you have an account in good standing. If there are multiple applicants, each applicant needs to submit a letter. Please note that applications are public documents and are reviewed by a variety of stakeholders. Do not include sensitive financial information.

If the applicant is a company, then the corporate applicant form needs to be completed and included with this proposal. The corporate applicant form is available at:

<https://www.maine.gov/dmr/aquaculture/applications-and-forms/standard-lease-applications-and-forms>

M. SUBMISSION INSTRUCTIONS

- Applications can only be submitted via mail **or** email to the address below.
- If the application is submitted via email it must be as single PDF.
- Applications must be received by the deadline listed in the assignment notice. Late submissions are not accepted.

If sending via U.S. Postal Service:	If sending via email:	If sending by FedEx, UPS or other carrier service:
DEPARTMENT OF MARINE RESOURCES ATTN: Aquaculture Division 21 State House Station Augusta, Maine 04333-0021	DMRAquaculture@maine.gov	DEPARTMENT OF MARINE RESOURCES ATTN: Aquaculture Division 32 Blossom Lane Augusta, Maine 04333