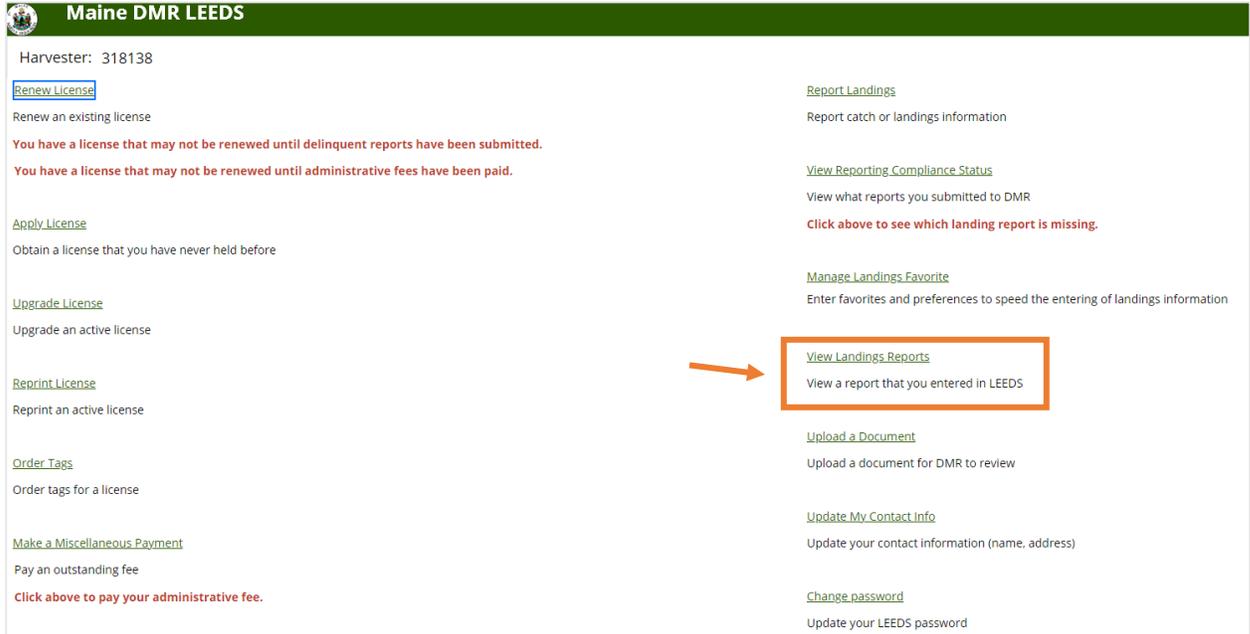
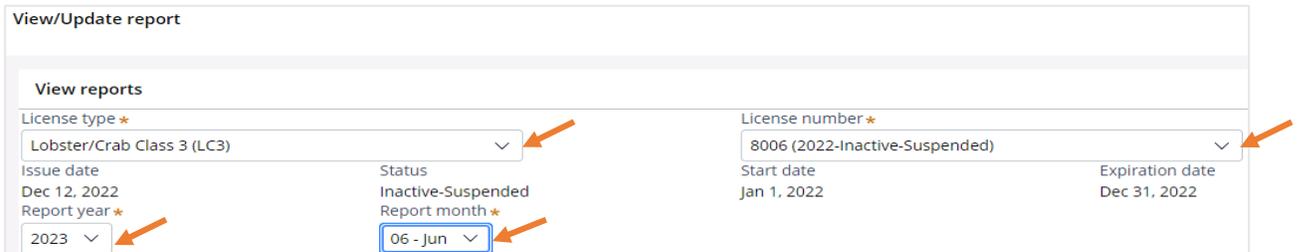


HOW TO EDIT A REPORT IN MAINE LEEDS

1. Contact the Landings Program by calling 207-633-9414 or emailing Landings.DMR@maine.gov. Tell us your name, landings #, and which license + report date you need to correct. We will reject the report, and an email will be sent notifying you of this.
2. Click 'View Landings Reports' on your Maine DMR LEEDS dashboard.



3. Select License Type, License Number, Report Year & Month of the report you are looking to edit.



4. In the Actions column, click on 'Correct.'

View reports

License type *
Lobster/Crab Class 3 (LC3) ▾

License number *
8006 (2022-Inactive-Suspended) ▾

Issue date: Dec 12, 2022
Status: Inactive-Suspended

Start date: Jan 1, 2022
Expiration date: Dec 31, 2022

Report year *
2023 ▾

Report month *
06 - Jun ▾

Trip Activity Reports Filed

Click on Correct

LEEDS TRIP ID	TRIP START DATE	SUBMITTED BY	SUBMIT DATE	STATUS	REJECTED/CORRECTED ON	CORRECTED FROM	ACTIONS
8006-23	JUN 27, 2023	318138	6/30/23 10:04 AM				View Correct

5. Your report will load, and a red message at the top will indicate what needs to be corrected on your report. Once you are done making changes, scroll down to the bottom of the screen and click 'Submit Corrections.'
6. If you want to view the corrected report version, click 'View' next to the report that has a C-# in the LEEDS Trip ID. Otherwise, you can click "Close" to leave this screen and return to the LEEDS homepage.

View and Update Reports

[Refresh](#) [Close](#)

Trip Activity Reports Filed

LEEDS TRIP ID	TRIP START DATE	SUBMITTED BY	SUBMIT DATE	STATUS	REJECTED/CORRECTED ON	CORRECTED FROM	ACTIONS
8006-21-C-1	JUN 27, 2023	318138	6/30/23 10:04 AM			8006-21	View
8006-21	JUN 27, 2023	318138	6/28/23 11:36 AM	CORRECTED	6/30/23 10:04 AM		View