FILE A POSITIVE LANDINGS REPORT- ELVER FYKE NET

1. Click on "Report Landings" to file a positive report.

lenew License	Report Landings
Renew an existing license	Report catch or landings information
OU MUST COMPLETE LANDINGS REPORTS BEFORE RENEWING.	
	View Reporting Compliance Status
<u>Apply License</u>	View what reports you submitted to DMR
Dbtain a license that you have never held before	CLICK ABOVE TO SEE WHICH LANDING REPORT IS MISSING.
Jpgrade License	Manage Landings Favorite
Jpgrade an active license	Enter favorites and preferences to speed the entering of landings information
	Versul and term Decement
<u>Reprint License</u>	View Landings Reports
Reprint an active license	View a report that you entered in LEEDS
Order Tags	Upload a Document
Order tags for a license	Upload a document for DMR to review
Jake a Miscellaneous Payment	Update My Contact Info
'ay an outstanding fee	Update your contact information (name, address)
	Change password
	Update your LEEDS password
2. Select "Positive Report."	

Enter report					
Click HERE for reportin	ng instructions				
Landings Report					
Select the type of repo	rt to file *				
▶ ● Positive Report					
 Negative report 					
License Type *		License number *			
Select	•	Select	v		
Issue date	Status	Start date		Expiration date	

3. 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 "Next."

LANDINGS REPORT (CR-121839)			Cancel Close
Landings Report Select the type of report to file * Positive Report Negative Report License Type *	License number *		
Elver 1 Fyke Net (E1)	8861 (2021-Inactive-Suspe 🗸		
Issue date Status May 12, 2021 Inactive-Susp	Start date ended Jan 1, 2021	Expiration date Dec 31, 2021	

4. 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.

		🛓 Test Harvest
LANDINGS REPORT (CR-116)		Close
GENERAL INFORMATION	Unload Date*	Vessel Name *
May ▼ 10 ▼ 2018 ▼ ∰	May ▼ 10 ▼ 2018 ▼ †党	ZuZu (ME9999)
Sun Mon Tue Wed Thu Fri Sat 29 30 1 2 3 4 5 6 7 8 9 10 11 12		
13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 1 2 3 4 5 6 7 8 9	FISHING & SEA TIME Number of Crew (including Captain)* 0	FISHING & LANDING AREA Area Fished *
Today Number of Sets*	Fishing time ★ Fishing time units★ 0 Days ▼ Total Dip Time ★ Dip Time Units★ Hours ▼	State Landed * Maine For the port, enter the first few letter of the port page than called 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, crew, fishing time, area fished and port landed.

Gear Information	Fishing & Sea Time Fishing & Landing Area
Gear *	Number of Crew (including Captain) * Area Fished *
FYKE NET OTHER / NK SPECIES \checkmark	1 Goose River
	Fishing time \star Fishing time units \star State Landed \star
	12 Hours V Maine V
	For the port, enter the first few letter of the port name, then select result from the drop down list displayed.
	Port Landed * Belfast

6. Once you are done with the effort information, you will add catch information. If there is no catch associated with the trip, click "No Catch Associated with this Trip." If you choose this option, you will then be able to submit your report (see step #10).

Clicking this will rer	nove all catch data entered so far.	
No Catch Associated v	ith this Trip	

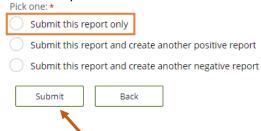
7. Below, you will see the "Species Information" and "Catch Information" sections. For the "Species Information" section, you'll select species and quantity harvested, and for the "Catch Information" section you'll select what you did with the elvers.

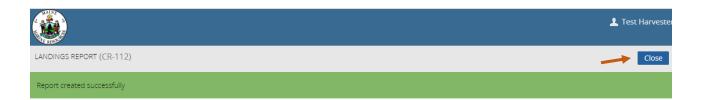
Add Another Catch Delete Selected Catch	
Species Information	Catch Information
Species *	
EEL,AMERICAN V	Disposition in Compliance Reports
Grade *	Sold to Dealer 🗸
Ungraded V	
Market Description 🌸	Enter first few letters then select from drop down
EV - Elver 🗸	Dealer name
Quantity *	MIGIS LODGE (54661)
2.05	
Quantity Unit *	Catch Source
LB - Pounds 🗸	Trip V

- 8. Once you're done entering your data, you'll select whether you want to "Submit this report only," "Submit this report and create another positive report," or "Submit this report and create another negative report." Make sure to click the "Submit" button.
 - **Submit this report only-** submits the landings data you entered for the specific license and date chosen
 - Submit this report and create another positive report 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 this report and create another negative report 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

+ Add Another Catch Delete Selected Catch	
Species Information	Catch Information
Species 🕷	
EEL,AMERICAN V	Disposition in Compliance Reports®
Grade 🕷	Sold to Dealer 🗸
Ungraded V	
Market Description 🎕	Enter first few letters then select from drop down
EV - Elver 🗸	Dealer name
Quantity *	MIGIS LODGE (54661)
2.05	
Quantity Unit 🕿	Catch Source
LB - Pounds 🗸	Trip V
Pick one: *	
Submit this report only	
Submit this report and create another positive report	
Submit this report and create another negative report	
Submit Back	

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





b. If you choose to "**Submit this report and create another positive report**," a new page will ask you if you would like to report on the same license. Select "Yes" or "No" depending on what license you are creating a positive report for.

PICK	one: *
\bigcirc	Submit this report only
\bigcirc	Submit this report and create another positive report
\bigcirc	Submit this report and create another negative report
	Submit Back
LANDI	NGS REPORT (CR-121843)
Dov	ou want to report on the same license?
	Yes No

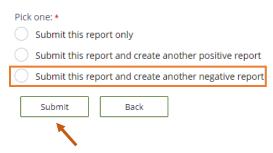
If you click "Yes," it will bring you to the General Information section to create a landings report for the same license.

LANDINGS REPORT (CR-121843)			Cancel Close
Back Click HERE for reporting instructions General Information			
Trip Start Date (Do not select a Future Date) *	Unload Date (Do not select a Future Date) *	Vessel Name * Select V	

If you click "No," it will bring you to the page where you can select the license and type of report to file.

ANDINGS REPORT (CR-121843)			Cancel
Landings Report Select the type of report to file * Positive Report			
Negative Report			
License Type *	License number \star		
Select	Select	\sim	

c. If you select "**Submit this report and create another negative report**," it will bring you to a the page for filing a negative report. Select the start and end date for your negative report, and check the license you are creating a negative report for.



LANDINGS REPORT (CR-121843)

LANDINGS REPORT (CR-121843)		Cancel	Close
Landings Report Select the type of report to file * Positive Report Negative Report End Date * Positive Report * Positive	Check off the license you are creating a negative report for.		
Sea Cucumber Drag (SCD) 8975 (2022-Active)			
Sea Urchin Dragger (SUB) 9867 (2022-Active)			
Sea Urchin Diver (SUH) 51816 (2022-Active)			
Sea Urchin with Tender (SUWT) 25893 (2022-Active)			