LOUISIANA DEPARTMENT OF WILDLIFE AND FISHERIES
LOUISIANA FISHERIES FORWARD
COMMERCIAL CRAB GEAR REQUIREMENTS

----------ACTION REQUIRED----------

THIS PACKET OF INFORMATION CONTAINS THE FOLLOWING:

1) Cover Letter — brief explanation about the program

2) Guidelines — detailed overview of the program (purpose, program criteria, application process, and training requirements)

3) Flow Chart — outlines the program requirements

4) Sample Log Form & Instructions — for applicants interested in completing the apprenticeship field component (**do not return this form)**.

5) Application — must be completed, signed and dated by both the applicant and mentor/sponsor. **This application must be returned**.

6) Application Instructions — explains how to complete the application. Please read and follow these instructions carefully.

Please return "applications" and all required "forms" to:

Louisiana Department of Wildlife and Fisheries (LDWF)
Louisiana Fisheries Forward
Commercial Crab Gear Requirements
P.O. Box 98000
Baton Rouge, LA 70898
Phone # 225-765-3980
Toll Free # 855-262-1764
OversightPrograms@wlf.la.gov

JOHN BEL EDWARDS
GOVERNOR

State of Louisiana
DEPARTMENT OF WILDLIFE AND FISHERIES

JACK MONTOUCET
SECRETARY

Louisiana Fisheries Forward
Commercial Crab Gear Requirements

The Louisiana Department of Wildlife and Fisheries is pleased to welcome you as an applicant for the Louisiana Fisheries Forward Commercial Crab Gear Requirements program. Louisiana crab fishermen play a major role as to why Louisiana is the #1 supplier of domestic blue crab in the nation. Louisiana crab fishermen are a valuable part of an amazing seafood industry and story…

•45 million pounds of blue crab are landed in Louisiana in an average year
•More than 80% of the total blue crab harvest in the Gulf comes from Louisiana
•Louisiana has the 1st and only blue crab fishery to be certified sustainable by Marine Stewardship Council (MSC)

The Louisiana Fisheries Forward Commercial Crab Gear Requirements program was designed to empower Louisiana crab fishermen with the knowledge and tools needed to compete in today's local, national, and global economy. The knowledge gained will assist tomorrow's Louisiana crab fishermen with becoming leaders as business people and responsible fishermen that are preserving and protecting a sustainable Louisiana blue crab fishery for generations to come.

Pursuant to R.S. 56:305.6 anyone wishing to obtain a commercial crab trap license must first complete this program unless they held a commercial crab trap license in any two of the following years, 2011, 2012, 2013, and 2014.

Enclosed, you will find detailed information about the program and application process. **It is very important that you review this information carefully before applying.** Program details may also be viewed online at: www.wlf.la.gov/crabtraining.

PROGRAM TRAINING SHOULD NOT BE STARTED UNTIL AFTER THE APPLICANT RECEIVES AN APPROVAL LETTER WITH THE TRAINING START DATE.

If you have general questions concerning this program please contact:

Richard Williams
225-765-0121
rrwilliams@wlf.la.gov

If language assistance is needed to complete this application or if you have questions specific to your application please contact LDWF Fisheries Oversight at 1-855-262-1764.

Inquiries regarding license qualifications for exemption from this training should be directed to LDWF licensing at 1-225-765-2898.

On behalf of the Louisiana Department of Wildlife and Fisheries and Secretary Jack Montoucet thank you for your interest in taking the necessary steps to becoming a Louisiana Crab Fisherman.

Sincerely,

Office of Fisheries
Fisheries Oversight Staff

LOUISIANA FISHERIES FORWARD
COMMERCIAL CRAB TRAP GEAR REQUIREMENTS

PROGRAM GUIDELINES DOCUMENT

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LOUISIANA FISHERIES FORWARD-COMMERCIAL CRAB GEAR REQUIREMENTS

This document only summarizes the requirements of this program. It does not supersede or in any way replace any requirements of the official rule, as defined in Louisiana Administrative Code 76:VII.347.

1) OVERVIEW AND PURPOSE

Louisiana Fisheries Forward (LFF) is a multi-fishery training program designed to educate Louisiana's commercial fishing industry on the laws and procedures used to manage Louisiana's fisheries, on new and relevant technology, and on best business practices in an effort to allow everyone to make the most of Louisiana's bountiful harvest. In 2014 a new law was passed, as a response to a crab industry request requiring mandatory training for new crab fishermen. Components of the LFF were used to meet the requirements of this mandatory training.

The Louisiana Fisheries Forward Commercial Crab Gear Requirements will enable a crab fisherman to receive on the job training and occupation focused education to improve skill and competencies that meet the specific needs of the crab fisheries. The primary mission of Louisiana Fisheries Forward is to teach and inform about new and existing equipment, handling practices, technology and evolving regulations.

2) BACKGROUND AND SUMMARY OF LOUISIANA REVISED STATUTE 56:305.6

On June 5, 2014, The Louisiana Legislature passed Act Number 540, codified as Louisiana Revised Statute 56:305.6 which mandated Louisiana Wildlife and Fisheries Commission to establish a professionalism program for Louisiana's commercial crab industry. A summary of R.S. 56:305.6 is below.

A) Beginning November 15, 2014 you must meet one of the following criteria to qualify for a Commercial Crab Trap Gear License:
   i. **Possess a Commercial Crab Trap Gear License in any two of the years, 2011, 2012, 2013, and 2014.**
   ii. Complete the crab industry training program established by LDWF

B) The program must include education in the following:
   i. Proper fishing techniques necessary for the health and sustainability of the species
   ii. Proper techniques for the best capture and presentation of the crabs for marketability
   iii. Proper instructions regarding the placement, tending, and maintenance of crab traps to reduce potential conflicts with other user groups

C) The program may include an apprenticeship program component.

The Louisiana Wildlife and Fisheries Commission established the Louisiana Fisheries Forward – Commercial Crab Gear Requirements to accomplish the objectives set forth in La. R.S. 56:305.6 with detailed requirements and guidelines contained in LAC 76:VII.347.

3) TERMS AND DEFINITIONS

LDWF: Louisiana Department of Wildlife and Fisheries

LFF: Louisiana Fisheries Forward

Applicant: a licensed commercial fisherman attempting to obtain a Commercial Crab Trap Gear License through the program.

Mentor: an individual holding a valid Commercial Crab Trap Gear License who mentors an applicant in completing the apprentice path.

Sponsor: an individual holding a valid Commercial Crab Trap Gear License who sponsors an applicant in completing sponsorship path.

Apprenticeship Path: a training path that requires the applicant to complete a minimum of 200 hours of training related to crab fishing under supervision of the applicant's designated mentor with 100 of these hours spent actively fishing as evidence by trip tickets.

Sponsorship Path: a training path that requires the applicant to actively fish crabs under the sponsor's crab trap gear license and report trip ticket sales of crabs using the applicant's name and commercial fishermen's license number. The applicant must complete a minimum of 20 crab fishing trips, validated by trip ticket sales.

Optional Training: a training path that substitutes required apprenticeship hours and sponsorship fishing trips. (Note: a maximum of 50 apprenticeship hours or 5 sponsorship fishing trips may be substituted.)

Basic Requirements: training that applicants must complete in addition to the apprenticeship and sponsorship path requirements.

4) PROGRAM SUMMARY

Participation is required for anyone applying for a Commercial Crab Trap Gear License that did not possess one in any two of the years, 2011, 2012, 2013, and 2014.

A) The program consists of the following training components:
   i. Basic requirements - online courses and successful completion of a NASBLA approved boating safety class as required by R.S. 34:851.36 (Mandatory)
      Note: Vessel captains licensed by the U.S. coast Guard are exempt from the boater safety certification requirement
   ii. On the job / field component (Completion of **one of the following** options is mandatory)
      a. Apprenticeship – Applicant works directly with another fisherman (mentor) as a deck hand or helper
      b. Sponsorship – Applicant fishes another fisherman's (sponsor's) crab traps under their indirect supervision
   iii. Seminars and meetings (Optional)

B) **The entire process must be completed within one consecutive 12-month period.**

Upon completion of both the basic requirements and either the apprenticeship or sponsorship, the applicant will be become eligible to obtain a Commercial Crab Trap Gear License.

5) PROGRAM ELIGIBILITY

A) **Applicant**
   i. Must possess a valid LDWF issued Louisiana commercial fisherman's license, and
   ii. Must not have been convicted of a class 3 or greater fisheries violation in the past 5 years.

B) **Mentor / Sponsor**
   i. Must possess a valid LDWF issued Louisiana commercial fisherman's license,
   ii. Must possess a valid LDWF crab trap gear license,
   iii. Must possess a minimum of six verifiable trip tickets showing sales of crabs harvested from Louisiana waters in any two of the years between 2011-2014, and
   iv. Must not have been convicted of a class 3 or greater fisheries violation in the past 5 years.

6) DETAILED TRAINING REQUIREMENTS

A) Basic Requirements – Online Training
   i. Each applicant must successfully complete a NASBLA approved boating safety class as required by R.S. 34:851.36.
      a. Online via http://www.boatus.org/onlinecourse/Louisiana.asp (free of charge) or http://www.boat-ed.com/ (fee of $24.50 only upon completion)
      b. Classroom courses (free of charge, visit http://www.wlf.louisiana.gov/boating/courses for course locations)
      c. If you have taken the boater's course prior to the launch of this program and your certificate is still valid, you are not required to retake this course
      d. If you are a vessel captain licensed by the U.S. Coast Guard, you are not required to complete the boater safety course as a requirement for this program
   ii. Each applicant must complete and receive a certificate in the following Louisiana Fisheries Forward online courses.
      Online courses can be taken at the following link:
      http://www.wlf.louisiana.gov/crabtraining
      The applicant will be required to view the content in its entirety and score a minimum of 80% in order to receive a certificate.

      a. How to be a Commercial Fisherman - Course providing a detailed overview of state and federal statutes governing legal harvest of major seafood commodities, including but not limited to, licensing and permitting, harvest regulations, reporting requirements, and responsible and safe fishing.
      b. How to be a Crab Fisherman - Course covering the legalities and best management practices of crab fishing, including but not limited to, licensing and permitting requirements, crab harvest regulations, reporting requirements, best handling practices, responsible fishing, and vessel

operation.

c. Seafood Business and Finance - Course covering fundamental financial concepts targeted to Louisiana's commercial fishing industry, including but not limited to, budgeting, cash flow, taxes, insurance, loans, grants, and business plans.

d. Best Handling Practices for Producing High Quality Seafood -Course covering the fundamental concepts for producing high quality seafood, including but not limited to, quality loss, temperature control, icing, chilling, freezing, and proper handling and storage.

B) Apprenticeship Path - The applicant must complete a minimum of 200 hours of crab fisheries apprenticeship training under supervision of the applicant's selected and approved mentor. **Training should not be started until after the applicant receives an approval letter with the training start date.**

i. Apprenticeship hours must be recorded using the training log forms provided by LDWF, and these forms must be submitted to LDWF quarterly.

ii. A minimum of 100 hours must be performed and logged on days when the applicant's mentor has harvested and reported trip ticket sales of crabs.

iii. No previous work and/or training in the crab fishery prior to the date that the apprenticeship started is allowed to count toward the applicant's total required hours (no "grandfathering").

C) Sponsorship Path - The applicant must actively fish crabs under the special crab trap permit and the sponsor's crab trap gear license and report trip ticket sales of crabs using the applicant's name and commercial fisherman's license number. **Training should not be started until after the applicant receives an approval letter with the training start date.**

i. The applicant must complete a minimum of 20 crab fishing trips confirmed and validated by trip tickets.

ii. No previous work and/or training in the crab fishery prior to the date that the sponsorship started is allowed to count toward the applicant's total required hours (no "grandfathering").

D) Optional Training - Seminars and Meetings

i. Applicants may substitute attendance at certain department approved meetings or events for required apprenticeship hours or sponsorship trips.

a. Eligible meetings and events include the following: Louisiana Crab Task Force meetings, crab dock days and the annual Louisiana Fisheries Summit. Additional meetings and events may be deemed eligible by LDWF. An up to date list of department approved seminars and meetings can be found at the following link: http://www.wlf.louisiana.gov/crabtraining

1. Each hour of meeting attendance will substitute for one hour of apprenticeship requirement. A maximum of 50 hours may be substituted. These hours will not substitute for the 100 hrs required to be tied to trip tickets.

2. Every 10 hours of meeting attendance will substitute for one fishing trip of the sponsorship requirement. A maximum of 5 fishing trips may be substituted.

ii. Attendance at meetings and/or events must be documented by a designated LDWF employee and/or agent.
   a. The applicant must sign in upon arrival, present a photo ID and provide their commercial fisherman's license number
   b. The applicant must sign out when leaving the meeting
   c. Applicants will only receive credit for the time between sign in and sign out up to the full length of the meeting
   d. **Applicants who fail to sign in and/or sign out will not receive credit for attending the event**

7) APPLICATION PROCESS AND REPORTING REQUIREMENTS

The applicant must identify the individual they will be working with and whether or not they will be completing an apprenticeship or a sponsorship at the time of application.

Applicants may obtain a Louisiana Fisheries Forward application in person, by mail by contacting LDWF at 1-855-262-1764, or online at www.wlf.la.gov/crabtraining.

A) Applications may be submitted year round and may be hand delivered or mailed to:

Louisiana Department of Wildlife and Fisheries (LDWF)
Louisiana Fisheries Forward -- Commercial Crab Gear Requirements
P.O. Box 98000
Baton Rouge, LA 70898

It is recommended that your application documents be sent via certified mail.

B) The following information regarding the applicant and mentor/sponsor will be required to complete your application.
   i. **Photo copies of driver's licenses (both applicant and mentor/sponsor)**
   ii. Commercial Fisherman's license numbers (both applicant and mentor/sponsor)
   iii. Commercial Crab Trap Gear License number (mentor/sponsor only)
   iv. Last Four Digits of the Social Security Numbers (both applicant and mentor/sponsor)
   v. Dates of Birth (both applicant and mentor/sponsor)
   vi. Contact Information (both applicant and mentor/sponsor)

C) Applications must be signed by both the applicant and mentor/sponsor

D) Upon submission of a complete application, a background check will be completed for both the applicant and selected mentor/sponsor for fisheries violations and validated against qualifying criteria.
   i. Applicants and mentors/sponsors that fail the fisheries violation background check or fail to meet other qualifying criteria will be notified that they are ineligible to participate in the program.
   ii. Applicants whose mentors/sponsors are deemed ineligible to participate may submit a new application with a different mentor/sponsor.
   iii. Applicants and mentors/sponsors who have pending Class 3 or greater fisheries violations will be informed that conviction of the pending violation

while participating in this program may make them ineligible to complete the program.

E) Upon approval of the application, the applicant will receive an approval packet that includes the necessary information and forms to complete the program.
   i. Apprenticeship Approval Packet
      a. Triplicate carbon copy log forms.
         1. Completed **white copies**—to be attached to the affidavit upon completion of the program.
         2. Completed **yellow copies**—to be submitted to LDWF quarterly to track the applicant's progress throughout the program
         3. Completed **pink copies**—to remain in the applicant's possession as a personal record of activities pertaining to the program
   ii. Sponsorship Approval Packet
      a. A special crab trap permit will be included for those choosing the sponsorship path.
   iii. Both the Apprenticeship and Sponsorship Approval Packets Will Also Contain:
      a. Approval Letter
      b. Lists of Approved Meeting and Events for Optional Training
      c. Diagram of Program Requirements
      d. Affidavit of Program Completion

F) Once approved, applicants will be required to report their progress as follows:
   i. Sponsorship – Submission of trip tickets documenting crab landings
   ii. Apprenticeship – Quarterly submission of the **yellow copy** of the apprenticeship hour log form.
   iii. Copy of certification card or temporary certificate once the required NASBLA approved boating safety class has been completed.
   iv. Completion of the required training videos does not need to be reported to LDWF. This information is automatically transferred.

G) Throughout the duration of the program LDWF will provide the applicant with quarterly progress reports detailing the basic requirement courses completed to date, the number of trips or hours and type of apprenticeship work completed, and any credit received for optional training.
   i. For applicants participating in the apprenticeship path to receive a progress report they must have submitted the required log forms quarterly.

H) Once the apprenticeship path is completed, the applicant and mentor must complete, sign, and submit a notarized affidavit that includes the original signed training log forms (**white copy**) and copies of the trip tickets that document the required harvest hours. The affidavit is provided by LDWF in the approval packet. The affidavit will indicate the completion of the apprenticeship and certify the accuracy of the training log forms and associated trip tickets.

I) Once the sponsorship path is completed, the applicant and sponsor must complete, sign, and submit a notarized affidavit that includes copies of the trip tickets that document the required crab fishing trips. The affidavit is provided by LDWF in the

approval packet. The affidavit will indicate the completion of the sponsorship and certify the accuracy of the associated trip tickets.

J) After the applicant has submitted the required affidavit and associated documentation, LDWF will perform a final review to make sure that all program requirements have been met.
   i. Applicants meeting all requirements will be immediately eligible to purchase their Commercial Crab Trap Gear License.
   ii. Applicants who do not meet all the requirements will be notified by LDWF and given an opportunity to remedy the deficiency if possible.

8) ADDITIONAL RULES

A) Before applying for the program, an applicant must possess a valid Louisiana commercial fisherman's license. The license will be used to track participation in the program.

B) Before beginning program training, an applicant must receive an approval letter with the program training start date.

C) **All program requirements must be completed within one consecutive 12-month period.**
   i. Applicants who fail to complete the process in this time frame will be required to submit a new application and will not receive credit for work completed under the failed application.

D) Special Crab Trap Permits associated with the sponsorship may only be issued once.
   i. Applicants who fail to complete the sponsorship within the 12 month period of their first attempt will only be allowed to reapply under the apprenticeship path.

E) Applicants who want to change their mentor or sponsor during the training process must submit a new application containing the new mentor/sponsor's information and signature. The new application must include a written explanation for the change. Applicants will not lose credit for training program hours or fishing trips logged with the previously approved mentor/sponsor.

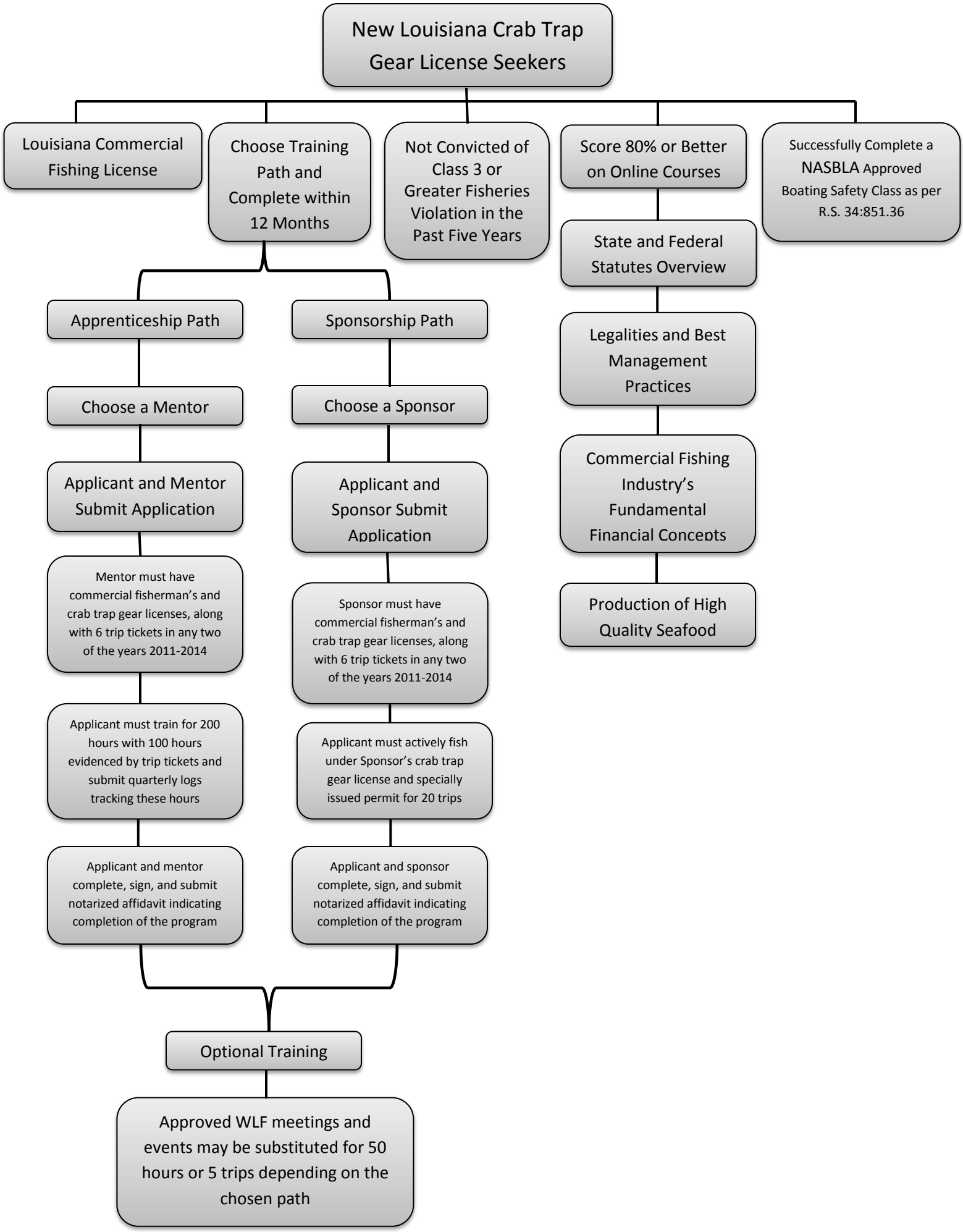
The applicant and mentor/sponsor must comply with all other Louisiana state and US federal seafood harvesting, processing, and reporting regulations.

If you have general questions concerning this program please contact:

Richard Williams
225-765-0121
rrwilliams@wlf.la.gov

If language assistance is needed to complete this application or if you have questions specific to your application please contact LDWF Fisheries Oversight at 1-855-262-1764.

Inquiries regarding license qualifications for exemption from this training should be directed to LDWF licensing at 1-225-765-2898.


New Louisiana Crab Trap Gear License Seekers
Louisiana Commercial Fishing License
Choose Training Path and Complete within 12 Months
Not Convicted of Class 3 or Greater Fisheries Violation in the Past Five Years
Score 80% or Better on Online Courses
Successfully Complete a NASBLA Approved Boating Safety Class as per R.S. 34:851.36
State and Federal Statutes Overview
Legalities and Best Management Practices
Commercial Fishing Industry's Fundamental Financial Concepts
Production of High Quality Seafood
Apprenticeship Path
Choose a Mentor
Applicant and Mentor Submit Application
Mentor must have commercial fisherman's and crab trap gear licenses, along with 6 trip tickets in any two of the years 2011-2014
Applicant must train for 200 hours with 100 hours evidenced by trip tickets and submit quarterly logs tracking these hours
Applicant and mentor complete, sign, and submit notarized affidavit indicating completion of the program
Sponsorship Path
Choose a Sponsor
Applicant and Sponsor Submit Application
Sponsor must have commercial fisherman's and crab trap gear licenses, along with 6 trip tickets in any two of the years 2011-2014
Applicant must actively fish under Sponsor's crab trap gear license and specially issued permit for 20 trips
Applicant and sponsor complete, sign, and submit notarized affidavit indicating completion of the program
Optional Training
Approved WLF meetings and events may be substituted for 50 hours or 5 trips depending on the chosen path

Louisiana Fisheries Forward

Commercial Crab Gear Requirements FORM #

Apprenticeship Path Log Forms

Note: 1st Quarter Logs Due—April 15 • 2nd Quarter Logs Due—July15 • 3rd Quarter Logs Due—October 15 • 4th Quarter Logs Due—January 15

SAMPLE FORM

1.Applicant Information

Applicant's Name:	Commercial Fisherman's License #:	

2.Mentor Information

Mentor Name:	Commercial Fisherman's License	Crab Trap Gear License #

3.Log Information

Date	Start Time (AM/PM)	End Time (AM/PM)	Log Type *(Check One)*		Trip Ticket Number (If Applicable)	Description of Work	Total Hours
			Non-Harvest	Harvest			

DO NOT USE

_____ _____ _____/_____/_____

Applicant Name Typed or Printed Signature Date

_____ _____ _____/_____/_____

Mentor Name Typed or Printed Signature Date

LOUISIANA FISHERIS FORWARD
COMMERCIAL CRAB GEAR REQUIREMENTS
LOG FORM INSTRUCTIONS

How to complete your log form?

Section 1: Applicant Information

- Provide your full name stated on your current LDWF commercial fisherman's license.
- Provide the license number stated on your current commercial fisherman's license.

Section 2: Mentor Information

- Provide your full name stated on your current LDWF commercial fisherman's license.
- Provide the license number stated on your current commercial fisherman's license.
- Provide the license number stated on your current commercial crab trap gear license.

Section 3: Log Information

- **Date:** Enter the date in which you are reporting apprenticeship work.
- **Start Time:** Enter the time in which you started your work.
- **End Time:** Enter the time in which you ended your work.
- **Log Type:** Select the type of hours in which you are reporting information. Select non-harvest log type if no crabs were harvested while you were working. Select harvest log type if you harvested crabs while working.
- **Trip Ticket Number:** If you selected harvest under the log type, enter the trip ticket number associated with the date in which crabs were harvested. If you selected non-harvest under the log type, skip this section.
- **Description of Work:** Provide a brief description of the work in which you are reporting information.
- **Total Hours:** Enter the total hours for the day based on the start time and end time you provided. Total hours should be calculated in half hour increments.

Section 4: Submission of Log Forms

- Completed **yellow copies** of the log form **shall be submitted to LDWF on April 1st, July 1st, October 1st, and January 1st during an applicant's participation in the program.**
- Completed **white copies** of the log forms shall be submitted with the affidavit upon completion of the program.
- Completed **pink copies** shall remain in the applicant's possession as a personal record.

If you need additional log forms, please direct requests to:

Louisiana Department of Wildlife and Fisheries (LDWF)
LFF-Commercial Crab Gear Requirements
P.O. Box 98000
Baton Rouge, LA 70898
Phone # 225-765-3980
Toll Free # 855-262-1764

SAMPLE

Louisiana Department of
Wildlife & Fisheries

Louisiana Fisheries Forward
Commercial Crab Gear Requirements Application

DO NOT START THE FIELD COMPONENT OF THIS PROGRAM UNTIL AFTER THE APPROVAL LETTER IS RECEIVED

PLEASE SUBMIT COPIES OF BOTH APPLICANT AND MENTOR/SPONSOR DRIVER'S LICENSES WITH APPLICATION

Applicants, Mentors and Sponsors should review eligibility requirements prior to completing application.

*For program eligibility questions, please contact 855-262-1764 or review online at **www.wlf.la.gov/crabtraining.***

1)Are you applying for an Apprenticeship or Sponsorship: Apprenticeship Path ☐ Sponsorship Path ☐

2) Provide Applicant's Information Below:

Applicant Name:			Mailing Address:	Primary Phone:
Commercial Fisherman's License #:			City, State:	Alternate Phone:
Last 4 digits of Social Security #:	Driver's License #:	Date of Birth (00/00/0000)	Zip Code, Parish:	Email Address: Preferred Contact: Email ☐ Letter ☐

3) Provide Mentor/Sponsor's Information Below:

Mentor/Sponsor Name:			Mailing Address:	Primary Phone:
Commercial Fisherman's License #:	Crab trap gear license #:		City, State:	Alternate Phone:
Last 4 digits of Social Security #:	Driver's License #:	Date of Birth (00/00/0000)	Zip Code, Parish:	Email Address: Preferred Contact: Email ☐ Letter ☐

4) Complete the Program Eligibility Questions Below:

Applicant

Has applicant been convicted of a class 3 or greater fisheries violation in the past 5 years?	**Circle** Yes / No
Does applicant have a class 3 or greater fisheries violation citation pending?	**Circle** Yes / No

Mentor/Sponsor

Has mentor/sponsor been convicted of a class 3 or greater fisheries violation in the past 5 years?	**Circle** Yes / No
Does mentor/sponsor have a class 3 or greater fisheries violation citation pending?	**Circle** Yes / No

TERMS OF AGREEMENT:

Approval of this application is based on the eligibility requirements as outlined and defined in Louisiana Revised Statute (R.S. 56.305.6) and the Louisiana Fisheries Forward Regulations (LAC 76:VII.347). I understand that the program eligibility requirements require a fisheries violation background check for the applicant, mentor and/or sponsor, and by signing below, I authorize LDWF to release the results of this background check to the other party involved in this contract should the results adversely affect the application. I understand that it is important that I (the applicant), mentor and/or sponsor follow the program policy requirements as outlined and defined in Louisiana Revised Statute (R.S. 56.305.6) and the Louisiana Fisheries Forward Regulations. By signing this document below, I **agree** to follow the requirements of the program, which was provided to me with this application. I attest that all information submitted on this application is correct, to the best of my knowledge.

_____	_____	_____/_____/_____
Applicant Name	Applicant Signature	Date
_____	_____	_____/_____/_____
Mentor/Sponsor Name	Mentor/Sponsor Signature	Date

LOUISIANA FISHERIES FORWARD – COMMERCIAL CRAB GEAR REQUIREMENTS APPLICATION INSTRUCTIONS

If language assistance is needed to complete this application, please contact LDWF Fisheries Oversight at 1-855-262-1764.

DO NOT START THE FIELD COMPONENT OF THIS PROGRAM UNTIL AFTER THE APPROVAL LETTER IS RECEIVED

What documents need to be submitted with your application?

- Copies of both the applicant and mentor/sponsor driver's licenses

How to complete your application?

Section 1: What are you applying for?

- Please mark whether you want to complete the apprenticeship path or the sponsorship path in this section. For further information on the apprenticeship and sponsorship path refer to the overview document.

Section 2: Applicant Information

- Provide your full name stated on your current LDWF commercial fisherman's license.
- Provide the license number stated on your current commercial fisherman's license.
- Provide the last four digits of your social security number stated on your current LDWF commercial fisherman's license. **(This information is required in order to verify fishing violations with LDWF enforcement)**
- Provide the license number on your current driver's license and your date of birth in the correct format (00/00/0000). **(This information is required in order to verify fishing violations with LDWF enforcement)**
- Provide your current mailing address (street, city, zip code, and parish).
- Provide your primary telephone number (home, work or cell). If you have an alternate number provide number in space provided. Provide your email address if available.
- Please mark whether you prefer to be emailed or sent a letter to notify you throughout the application process and program participation (ex. approval, denial, and incomplete application status).

Section 3: Mentor/Sponsor Information

- Provide your full name stated on your current LDWF commercial fisherman's license.
- Provide the license number stated on your current commercial fisherman's license.
- Provide the license number stated on your current commercial crab trap gear license.
- Provide the last four digits of your social security number stated on your current LDWF commercial fisherman's license. **(This information is required in order to verify fishing violations with LDWF enforcement)**
- Provide the license number on your driver's license and your date of birth in the correct format (00/00/0000). **(This information is required in order to verify fishing violations with LDWF enforcement)**
- Provide your current mailing address (street, city, zip code, and parish).
- Provide your primary telephone number (home, work or cell). If you have an alternate number provide that number in the space provided. Provide your email address if available.
- Please mark whether you prefer to be emailed or sent a letter to notify you throughout the application process and program participation (ex. approval, denial, and incomplete application status).

LOUISIANA FISHERIES FORWARD – COMMERCIAL CRAB GEAR REQUIREMENTS APPLICATION INSTRUCTIONS

Section 4: Program Eligibility

- Applicant
  - Please answer whether or not you have been convicted of a class three or greater fisheries violation in the past five years If your answer is yes, you will not be able to participate at this time (refer to the overview document for further information). LDWF will be verifying this information with enforcement prior to approval into the program.
  - Please answer whether or not you have a pending class three or greater fisheries violation citation. If your answer is yes, you will still be able to participate in the program. If you are convicted before completing this program you may be disqualified from the program.
- Mentor/Sponsor
  - Please answer whether or not you have been convicted of a class three or greater fisheries violation in the past five years. If your answer is yes, you will not be able to participate at this time (refer to overview document for further information). LDWF will be verifying this information with enforcement prior to approval into the program.
  - Please answer whether or not you have a pending class three or greater fisheries violation citation. If your answer is yes, you will still be able to participate in the program. If you are convicted before completing this program you may be disqualified from the program.

Section 5: Terms of Agreement

- Read the terms of agreement carefully. Make sure that both the applicant and mentor understand and agree to the conditions of this program. Application must be **completed, signed, and dated by both the applicant and mentor/sponsor**.

It is highly recommended that you make copies of your application and required documentation before mailing all documents to LDWF. LDWF is administering the Louisiana Fisheries Forward Program and will be receiving all applications and necessary documentation. We recommend returning your **application and all required documentation by Certified Mail** to the following address:

Louisiana Department of Wildlife and Fisheries (LDWF)
Louisiana Fisheries Forward Program
P.O. Box 98000
Baton Rouge, LA 70898
Phone # 225-765-3980 / toll-free 855-262-1764
Email: OversightPrograms@wlf.la.gov