

Why and How to Complete a Landing Transaction Correction Request

Why do I need to complete a landing transaction correction request?

- If you entered the incorrect species landed
- If you entered ***too many*** pounds for a species landed
- If you entered an incorrect price per pound for a species landed

What if I entered ***too few*** pounds for a species or forgot to enter pounds for a species entirely?

There is no need to complete a correction request. Simply submit a landing transaction and select the appropriate 3-hour notification if available.

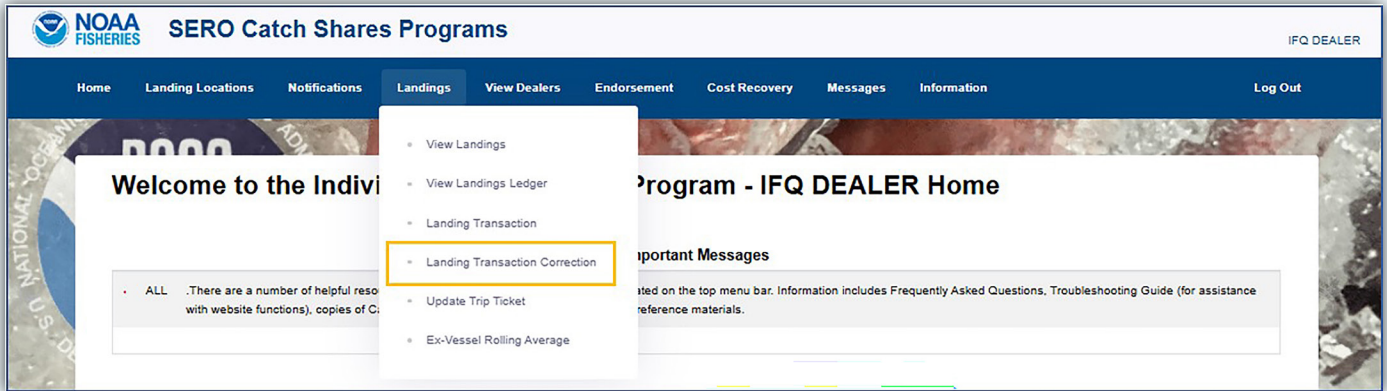
How long do I have to complete a landing transaction correction request?

The form must be completed and signed by the IFQ dealer and the IFQ fisher and mailed to the IFQ Customer Support within **15 days** of the original transaction.

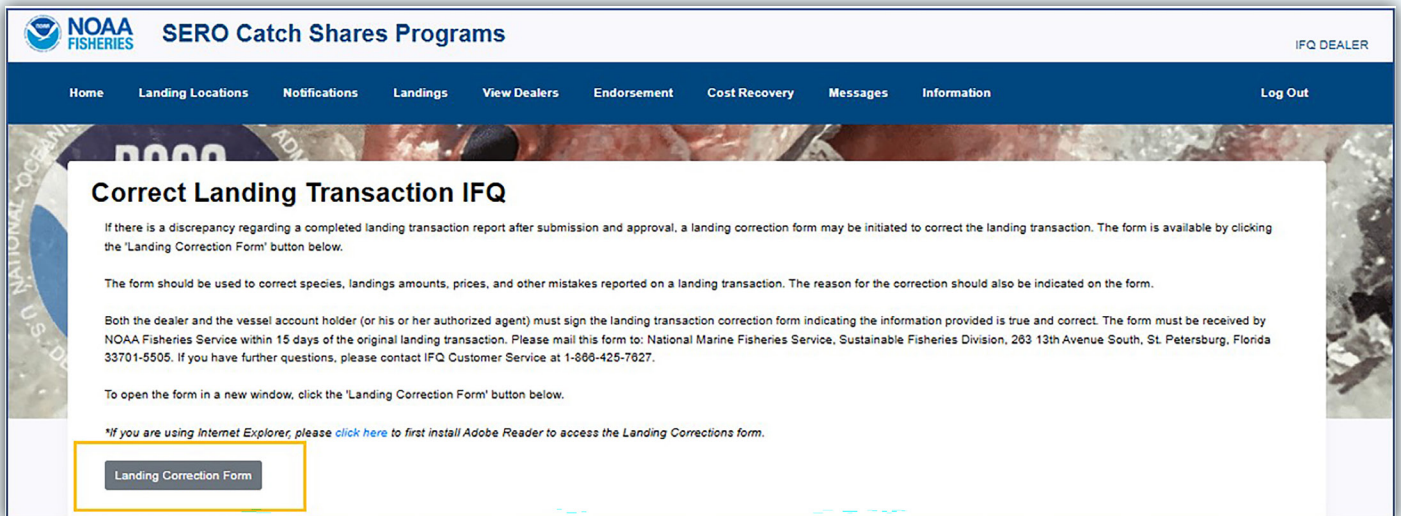


Where can I find the landing transaction correction request form?

When logged in as a dealer in the [Catch Shares Online System website](http://secatchshares.fisheries.noaa.gov) (secatchshares.fisheries.noaa.gov), click on “Landings” in the top blue banner and select “Landing Transaction Correction” from the drop down menu, outlined in yellow below.



Then click on the gray “Landing Correction Form” button outlined in yellow below. The form will open as a PDF in a separate tab for you to download, print, and complete.



All landing transaction correction forms must be mailed within 15 days of the original transaction to the following address:

National Marine Fisheries Service
Sustainable Fisheries Division, Catch Share Program
263 13th Avenue South, St. Petersburg, FL 33701-5505

How do I complete a landing transaction correction request?

OMB Control No. 0648-0551 Exp. Date 11/30/2027

LANDING TRANSACTION CORRECTION REQUEST

Instructions: Please complete this form if you have a landing transaction that should be corrected. This form must be completed and signed by the IFQ dealer and the IFQ Fisherman within 15 days of the original transaction. By completing and signing this form, I certify under penalty of perjury that the foregoing is true and correct. I understand that the information I am providing NOAA/NMFS is material and necessary for the proper management of the relevant IFQ program in which I am participating. I also understand that providing false information is a violation of agency regulations and may subject me to civil or criminal penalties. Please mail this form to National Marine Fisheries Service, Sustainable Fisheries Division, Catch Share Program, 263 13th Avenue South, St. Petersburg, Florida 33701-5505. Any other corrections to landing transactions should be reported via the IFQ Customer Service phone line at 1-866-425-7627.

Approval Code from Transaction to be Corrected: DL- <u>1</u>		Date of Transaction to be Corrected: <u>2</u>		
IFQ Dealer: <u>3</u>	IFQ Fisher: <u>4</u>			
Species <u>5</u>	Incorrect Pounds: _____	Correct Pounds: _____	Incorrect Price: \$ _____	Correct Price: \$ _____
Species <u>5</u>	Incorrect Pounds: _____	Correct Pounds: _____	Incorrect Price: \$ _____	Correct Price: \$ _____
Species <u>5</u>	Incorrect Pounds: _____	Correct Pounds: _____	Incorrect Price: \$ _____	Correct Price: \$ _____
Other Correction (please describe): _____				
Reason for the Landing Transaction Correction (e.g. duplicate entry, wrong amount of pounds, etc): _____				

I, (Dealer) _____, hereby declare under penalty of perjury that the foregoing information is true and correct. (28 U.S.C. § 1746; 18 U.S.C. § 1621; 18 U.S.C. § 1001).	
Signature of IFQ Dealer: <u>6</u>	Date: _____

I, (Fisher) _____, hereby declare under penalty of perjury that the foregoing information is true and correct. (28 U.S.C. § 1746; 18 U.S.C. § 1621; 18 U.S.C. § 1001).	
Signature of IFQ Fisher: <u>6</u>	Date: _____

1. Enter the landing transaction approval code (DL#).
2. Enter the date of the transaction being corrected.
3. Enter the Dealer name.
4. Enter the IFQ Shareholder name.
5. For each species needing a correction, enter the species name followed by the incorrect and correct pounds or price. Do not enter information that has not changed.
6. Both Dealer and Fisher must print their name, sign, and date the form.

For additional guidance, call the Catch Share Program Support line at 866-425-7627.