



# Commercial Fisheries Entry Commission

## Instructions for Permanent Transfer of Entry Permit Request

PO Box 110302  
Juneau, AK 99811-0302  
Phone: 907-789-6150  
Toll-Free: 1-855-789-6150  
Fax: 907-789-6170  
www.cfec.state.ak.us

### General Information:

- Entry permits are transferable only through CFEC. Permanent transfer requests that do not comply with CFEC rules will be denied even if the parties have already signed legal documents and/or exchanged money. AS 16.43.170(a).
- The legislature designed the limited entry permit system to ensure commercial fishing privileges in Alaska benefit **individuals** who **actively participate** in the fishery. Consequently, the following rules apply to all permanent transfer requests:
  - CFEC regulation 20 AAC 05.1705(a): "*Except as provided in AS 16.43.150(g), an entry permit may not be (1) pledged, mortgaged, leased, or encumbered in any way, including any contractual or legal device that purports to require the transfer or forfeiture of a permit or otherwise constrain the rights of the holder to possess or transfer an entry permit; (2) transferred with any retained right of repossession or foreclosure, or on any condition requiring subsequent transfer, even if set out as an alternative to another action; or (3) attached, distrained, or sold on execution of judgment or under any other process or order of any court, or otherwise involuntarily transferred except due to an execution on a holder's interest in a permit as provided in AS 16.43.170(g) and (h) and 20 AAC 05.1700 - 20 AAC 05.1770.*"
  - The total number of entry permits that may be held by a person in a specific fishery is restricted by law. It is unlawful to create a 'side' agreement in violation of 20 AAC 05.1705(a) to encumber or control additional permits through a proxy.
  - A proposed transferee must provide facts establishing the transferee's present ability to participate actively in the fishery to which the permit applies. 20 AAC 05.1707(a).
- A prospective purchaser of an entry permit who is a resident of this state may seek financial assistance from the Division of Economic Development (DED), 907-465-2510, or the Commercial Fishing and Agriculture Bank (CFAB), 907-276-2007.
- An entry permit cannot be permanently transferred while it is subject to a lien filed by DED, CFAB, Child Support Services, or the Internal Revenue Service (IRS).

### Instructions:

- An applicant for a permanent transfer must first file a Notice of Intent form with CFEC; the Notice of Intent must be on file with CFEC for **60 days** before the permanent transfer request can be processed. Note: If the mandatory 60-day period cannot be satisfied prior to the upcoming fishing season, the transferor can request a temporary emergency transfer of the permit which would allow the proposed transferee to utilize the permit while the permanent transfer request is pending.
- The transferor and proposed transferee must submit a 'Request for Permanent Transfer of Entry Permit' form to CFEC along with a \$50.00 permanent transfer fee. If the proposed transferee already holds the same type of salmon permit -- except Cook Inlet set gillnet, Cook Inlet drift gillnet or Yakutat set gillnet -- the applicant must submit a "fleet consolidation" form instead.
- The signatures on the 'Request for Permanent Transfer of Entry Permit' form must be notarized, but the parties do not have to sign it at the same time or place. The form must be submitted to CFEC **within 90 days of when it was signed**. 20 AAC 05.1712(d).
- A copy of the "transfer agreement" or "bill of sale", which discloses the complete terms and conditions of the proposed transfer must be submitted along with the application. 20 AAC 05.1712(c).
- If the permit is to be "gifted" (i.e. transferred to the other party without a fair value exchange of compensation), a 'gift affidavit' must be completed to ensure that the parties understand the nature of the privilege being given away and the applicable rules. **If the permit is a gift, please submit a completed 'gift affidavit' (see Attachment A) along with your application.**
- If an embossed permit card has already been issued to the transferor for the current year, the transferor must return the card or provide CFEC with proof that the card has been destroyed.
- If the transferee will be fishing from a vessel that is not licensed for the current year, the transferee must submit a 'Vessel License Application' and pay the applicable fee before an embossed permit card can be issued. 20 AAC 05.560(e).
- **ESTATES:** If a permit is held by a deceased fisherman's estate, only the legally authorized representative of the estate may apply for a permanent transfer of the permit. A copy of the 'Letters of Administration' or 'Letters Testamentary' verifying the person's legal authority to act on behalf of the estate must be submitted with the transfer request.

### Payment Information:

Credit card payments may be submitted using the attached credit card authorization form and can be mailed to our office with your transfer form, or alternatively, faxed to (907) 789-6170. Checks, money orders, and cashier's checks may also be submitted with this form and mailed to our office. **Please do NOT email credit card information.**



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**Please allow up to 2 weeks for processing.** Please complete all sections of this form and submit with the \$50.00 transfer processing fee, the current year permit card (if it has been issued) and a copy of the "transfer agreement" or "bill of sale" outlining all terms and conditions of this transfer as required by CFEC regulation 20 AAC 05.1712(c). If any of the information is not submitted, or if the form is incomplete, there will be delays in processing the request.

Date approved: \_\_\_\_\_ Transfer Officer: \_\_\_\_\_

### **PERMIT HOLDER INFORMATION: Must be completed by the current permit holder**

I \_\_\_\_\_ request a permanent transfer of my permit \_\_\_\_\_

Name of Permit Holder (**print clearly**) \_\_\_\_\_ Permit Number \_\_\_\_\_

Permanent Mailing Address \_\_\_\_\_ Social Security Number \_\_\_\_\_ Date of Birth \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone Number \_\_\_\_\_ Check if Unlisted \_\_\_\_\_ Email Address \_\_\_\_\_

Note: If the notice of intent will not be effective prior to the upcoming fishing season, the transferor can request a temporary emergency transfer of the permit to allow the proposed transferee to utilize the permit while the permanent transfer request is pending. If you wish to request an emergency transfer of the permit for such a purpose please include an additional \$50 fee for the emergency transfer and answer the two questions immediately below.

Yes, please issue my permit to the transferee listed below.  
Yes, I have included the additional fee of \$50.00.

### **PROPOSED TRANSFEREE INFORMATION: Must be Completed by the Proposed Transferee**

Name of Transferee (print clearly) \_\_\_\_\_ Social Security Number \_\_\_\_\_ Date of Birth \_\_\_\_\_ ADFG Number \_\_\_\_\_

Permanent Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Temporary Mailing Address (for mailing of this permit) \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone number \_\_\_\_\_ Check if unlisted \_\_\_\_\_ Email Address \_\_\_\_\_ CITIZENSHIP: U.S. Citizen \_\_\_\_\_ Alien Reg # \_\_\_\_\_  
(Aliens enclose a copy of green card)

- I certify that I am physically able to harvest fish in the fishery for which this permit is valid. NO YES
- I have reasonable access to the commercial fishing gear used in this fishery. NO YES
- I intend to fish this permit during the upcoming season. NO YES

**\*\*NOTE: If you are not physically able to participate in the fishery or you do not plan on fishing the upcoming season, you will need to attach an explanation of your intent in acquiring this permit.**

If you hold more than one salmon net area permit, designate the ONE salmon net area you will fish in 2024: \_\_\_\_\_

### **PERMIT RENEWAL INFORMATION: If this permit has already been renewed for the year, you may skip the following questions about residency**

**Please carefully review the following definition of residency: 20 AAC 05.290**  
"For the purpose of assessing fees for the application for, annual issuance of, or renewal of entry and interim-use permits, an individual is a resident of this state if, on the date of permit application, issuance, or renewal, and throughout the 12-month period before that date, that individual maintained their domicile in this state and neither claimed residency in another state, territory, or country nor obtained benefits under a claim of residency in another state, territory, or country."

**Do you qualify as an Alaska resident under this definition?** YES NO  
**If you claim Alaska residency, please provide some additional information for verification:**

- What is your current physical address: (No PO boxes) \_\_\_\_\_
- Within the previous 365 days, have you resided anywhere else? YES NO If yes, where? \_\_\_\_\_
- Do you have a current Alaska driver's license or other Alaska ID? YES NO If yes, provide number: \_\_\_\_\_

**AFFIDAVIT:** Both Parties must read and sign under oath before a Notary Public (or Postmaster in Alaska). I swear, under penalty of perjury that the information provided by me on all pages of this form and in all supporting documents is true and accurately describes the terms and conditions of this transfer; that this transfer is not requested as part of, nor in anticipation of, any retained right of repossession or foreclosure, lease, pledge, mortgage, agreement requiring a subsequent transfer, or other encumbrance involving this permit, except as part of a transfer financed in accordance with current law; and that I am not prohibited by law or court order from being a party to this transfer. **WARNING:** If you provide false information on this form, you may be convicted of a Class B felony under AS 11.56.200 and/or a Class A misdemeanor under AS 11.56.210; you may also be subject to administrative fines, suspension of fishing privileges, and revocation of any permits you hold under AS 16.43.960(a). The sentence for a Class A misdemeanor may include a fine up to \$25,000 and/or imprisonment of not more than one year, pursuant to AS 12.55.035 and AS 12.55.135.

**Permit Holder:** \_\_\_\_\_  
Signature

**Proposed Transferee:** \_\_\_\_\_  
Signature

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ at \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ at \_\_\_\_\_

**Notary Public (or Postmaster in Alaska)** \_\_\_\_\_

**Notary Public (or Postmaster in Alaska)** \_\_\_\_\_

Commission Expires: \_\_\_\_\_

Commission Expires: \_\_\_\_\_

**REQUIRED PERMANENT TRANSFER INFORMATION**

**TO BE COMPLETED BY THE PROPOSED TRANSFEREE**

**1. How did you locate this permit for permanent transfer? (check one answer)**

- Relative or personal friend \_\_\_\_\_ Commission's list of permits \_\_\_\_\_ Fish processor \_\_\_\_\_
- Casual acquaintance \_\_\_\_\_ Broker \_\_\_\_\_ Advertisement \_\_\_\_\_
- Other (explain) \_\_\_\_\_

**2. What is your relationship to the permit holder? (check one answer)**

- None \_\_\_\_\_ Personal friend \_\_\_\_\_ Other relative \_\_\_\_\_
- Business partner \_\_\_\_\_ Member of immediate family \_\_\_\_\_ Other (explain) \_\_\_\_\_

**3. How is the permit being acquired? (check one answer)**

- Permit purchase only \_\_\_\_\_ Gift \_\_\_\_\_ Inheritance \_\_\_\_\_
- Combined purchase (with vessel, gear, site, etc.) \_\_\_\_\_ Trade \_\_\_\_\_ Other (explain) \_\_\_\_\_

**4. What is the purchase price or trade value of each item you will obtain in this transfer?**

- Permit \$ \_\_\_\_\_ Other \$ \_\_\_\_\_
- Vessel \$ \_\_\_\_\_ (explain) \_\_\_\_\_
- Gear \$ \_\_\_\_\_
- Site \$ \_\_\_\_\_ Total package \$ \_\_\_\_\_

**5. What sources of financing are being used?**

Personal Resources (incl. cash) \$ \_\_\_\_\_ If any person or entity is providing any money to help you pay for the permit, please provide the information requested below and you must submit your agreement with that person or entity in writing along with this completed transfer form.

Name and address of person or entity providing money: \_\_\_\_\_  
Amount of money they are providing \$ \_\_\_\_\_

	Trade Items	Values
DED (Division of Economic Development) \$ _____		
Fish Processor (attach the promissory note) \$ _____	_____	\$ _____
AK Comm Fish & Agri Bank (CFAB) \$ _____	_____	\$ _____
Bank or other lending institution \$ _____ (you must submit the promissory note)	_____	\$ _____
Transferor (seller) \$ _____	Other _____	\$ _____

**6. If permit is being transferred as a gift, is it being transferred with any terms or conditions? NO YES**

If yes, you MUST submit the agreement in writing.

**7. Is there an agreement concerning future transfers of this permit? NO YES**

If yes, you MUST submit the agreement in writing.

**8. Is there an agreement for you to pay the transferor a portion of your earnings from fishing the permit? NO YES**

If yes, you MUST submit the agreement in writing.

**TO BE COMPLETED BY THE CURRENT PERMIT HOLDER**

**1. Are you and/or the transferee using the services of a broker to transfer this permit? NO YES**

If yes, which firm or person is acting as broker? \_\_\_\_\_

**2. How much are you paying in brokers fees for the permit sale? \$ \_\_\_\_\_**

**3. What is the net price you will receive from the sale of the permit? \$ \_\_\_\_\_**

**4. How is the purchase price to be paid to you? In full at time of transfer In periodic payments over time**

**5. What is your reason for transferring the permit? (check one answer)**

- Retirement \_\_\_\_\_ Entering a different fishery \_\_\_\_\_ Fishing is no longer profitable \_\_\_\_\_
- Health problem \_\_\_\_\_ To pursue a non-fishing occupation \_\_\_\_\_ Other (explain) \_\_\_\_\_

**THIS SECTION IS OPTIONAL AND IS NOT REQUIRED** The section is protected by the Alaska Human Rights Law **AS 18.80.255**.

**What is your ethnic origin:**

- Permit Holder: Alaska Native \_\_\_\_\_ Caucasian \_\_\_\_\_ Black \_\_\_\_\_ Asian \_\_\_\_\_ Hispanic \_\_\_\_\_ Other: \_\_\_\_\_
- Transferee: Alaska Native \_\_\_\_\_ Caucasian \_\_\_\_\_ Black \_\_\_\_\_ Asian \_\_\_\_\_ Hispanic \_\_\_\_\_ Other: \_\_\_\_\_

Under AS 16.05.815 and AS 16.05.480, social security numbers and other information provided on this form may be used for fisheries research, management and licensing purposes and may be disclosed to: the Alaska Department of Fish and Game, the National Marine Fisheries Service, staff of the Pacific States Marine Fisheries Commission who are employed by the Alaska Fisheries Information Network project, the North Pacific Fishery Management Council, child support enforcement agencies for child support purposes and other agencies or individuals as required by law or court order. Name, address, and licenses held are public information that may be released.



Commercial Fisheries Entry Commission  
Gift Affidavit Form

PO Box 110302  
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**NOTE:** This form must be initialed, signed, and notarized by both parties. If the form can't be signed and notarized at the same time and place, it can be signed and notarized separately.

**DEFINITIONS:**

- **Gift** – a voluntary transfer of property from one person to another, free of charge, without anything given in return.
- **Transferor** – the person who currently owns the property, who is transferring ownership of the property to the transferee.
- **Transferee** – the person being given ownership of the property by the transferor.

**CONSEQUENCES OF SIGNING:**

By signing this form, the transferor \_\_\_\_\_ (name of current permit holder) and the transferee (the person receiving the permit) understand that **permit number: \_\_\_\_\_ is being given as a gift.**

The current permit holder will **no longer have any control over the permit** once this form is completed and submitted. This means that the **transferee:** \_\_\_\_\_ will be able to fish the permit or choose to sell or transfer the permit to any person they choose without approval from the current permit holder.

Transferor: \_\_\_\_\_ Transferee: \_\_\_\_\_

**THIS TRANSFER IS PERMANENT:**

Any other written, spoken, or implied agreement between the permit holder and transferee that requires the transferee to give the permit back at any time in the future is **void** under 20 AAC 05.1705(a).

Transferor: \_\_\_\_\_ Transferee: \_\_\_\_\_

**SUSPENSION OF FISHING PRIVILEGES:**

Giving false information on this form can result in either a Class B felony conviction, and/or a Class A misdemeanor under AS 11.56.200 and AS 11.56.210.

Additionally, proving false information on this form **can result in suspension of your fishing privileges and revocation of all fishing permits** under AS 16.43.960.

The transferor and transferee swear, **under penalty of perjury**, that all information submitted with the transfer application is **true and correct**, that this transfer does not violate CFEC regulations, and that neither party is prohibited by law or court order from participating in this transfer.

**Permit Holder:**

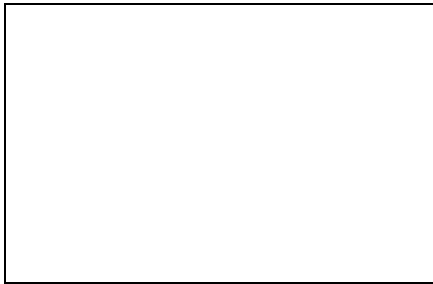
Permit Holder: \_\_\_\_\_

Signature

Subscribed and sworn to before me this \_\_\_\_\_  
day of \_\_\_\_\_, 20\_\_ at \_\_\_\_\_

\_\_\_\_\_  
Notary Public (or Postmaster in Alaska)  
Commission Expires: \_\_\_\_\_

Notary:



**Transferee:**

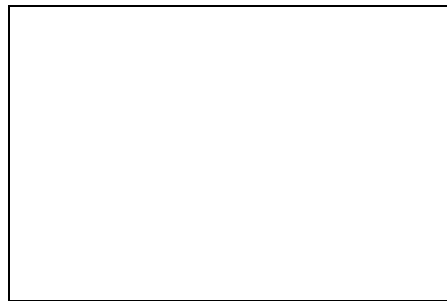
Transferee: \_\_\_\_\_

Signature

Subscribed and sworn to before me this \_\_\_\_\_  
day of \_\_\_\_\_, 20\_\_ at \_\_\_\_\_

\_\_\_\_\_  
Notary Public (or Postmaster in Alaska)  
Commission Expires: \_\_\_\_\_

Notary:





# Commercial Fisheries Entry Commission Credit Card Authorization

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I authorize the Commercial Fisheries Entry Commission (CFEC) to charge the card listed below. This payment is only valid for the items and amount listed.

Please indicate the permit and/or vessel numbers in the space provided and the total amount you are authorizing your card to be charged.

FEES TO BE CHARGED TO CARD		
Item(s)	Enter Permit & Vessel Numbers	Fee Amount
Permit(s):		\$
Vessel(s):		\$
Transfer Fees (\$50):		\$
Duplicate Fees (\$20):		\$
Immediate Fishing (\$80):		\$
Check here to have your licenses express mailed and that you agree to pay the current USPS express mail rate <b>PLUS</b> the CFEC service fee of \$15.00.		
Total amount to be charged		\$

Name of Cardholder: \_\_\_\_\_

Cardholder Phone Number: \_\_\_\_\_

Cardholder Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Card type:      Visa          Mastercard          Discover

Expiration Date: \_\_\_\_ / \_\_\_\_

Credit Card #: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

DO NOT EMAIL THIS FORM. PLEASE FAX OR MAIL FORM.