

# Request for an Aquaculture Option to Lease

You **MUST** complete **ALL** sections of this form. Attachments must be labelled according to the section being answered and follow the sequence established in this form. The Province reserves the right to request additional information.

## Proponent Information

Proponent Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Fax Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Civic Address: \_\_\_\_\_

*Civic address in Nova Scotia where your daily records will be kept with respect to the Aquaculture operation.*

Authorized Contact(s): \_\_\_\_\_ Contact Phone: \_\_\_\_\_

Email: \_\_\_\_\_

## Company Information

Company Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Civic Address: \_\_\_\_\_

*Civic address in Nova Scotia where your daily records will be kept with respect to the Aquaculture operation.*

Business Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Fax Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Registry of Joint Stocks Number: \_\_\_\_\_

*Proof of compliance with the Registry of Joint Stock Companies. Information is available on the RJS website at <http://www.gov.ns.ca/snsmr/rjsc>*

Revenue Canada Business Number: \_\_\_\_\_

*Business Number from Canada Revenue Agency. The toll-free telephone number for CRA is 1-800-959-5525 (press \* to speak to a representative about obtaining a CRA Business Number).*

Shareholder's Registration (please attach)

*Copy of up-to-date Shareholder's Register from the corporate Minute Book of the company setting out (1) the names of each shareholder and (2) the number of shares held by each.*

## Pre-Request Meeting

Before submitting this request, you **MUST** participate in a pre-request meeting with the Manager of Aquaculture Development, or an appropriate designate.

To arrange your pre-request meeting please call (902) 875-7439.

Once held, please indicate the date of your meeting: \_\_\_\_\_

Indicate the Department representative you met with: \_\_\_\_\_

## Proposed Development Information

### 1. What is the nature of the proposed aquaculture development? (Tick all applicable boxes.)

- Marine aquaculture – Finfish
- Marine aquaculture - Shellfish
- Marine aquaculture – Plant
- Marine aquaculture – Other

### 2. Attach a map that clearly identifies the body of water and the boundaries of the proposed geographic area. (You are expected to work with the Department's GIS Specialist to generate a map that defines the area under consideration.)

*In evaluating this section, the Department will review information such as: other licenced aquaculture activities in the area, and any environmental or physical limitations that would preclude the proposed aquaculture activities from taking place.*

### 3. Attach a description of the proposed development. This should include but not be limited to: the species (including strain, if relevant), method of cultivation, stage(s) to be cultivated, scale of the operation (for finfish: maximum biomass, maximum densities and expected annual production in tons, for shellfish: size(s) of site(s) in HA and expected annual harvest either in number or weight in kg), anticipated date of stocking, and any other information deemed necessary to describe the development.

*In evaluating this section, the Department will review information such as: the biological feasibility of the proposed species and cultivation method, compatibility and technical feasibility of the proposed production scale with the requested area.*

- 4. Attach a description of the benefits of the proposed development to the community in the area being requested as well as to the Province. These should include socio-economic impacts such as the anticipated direct local jobs created, use of local suppliers, potential spin off industries, complement to other business development in the community and Province, other relevant information to demonstrate the impacts to and scale of benefits.**

*In evaluating this section, the Department will review information such as: the number of fulltime, part time, and seasonal employees directly related to the proposed development, sources of labour, types of goods and services, predicted volumes of goods and services, hatchery or seed source, location of processing of product, source and volume of feed, any other potential benefits.*

- 5. Attach a description of your current aquaculture activities in Nova Scotia, including the level of production for each lease you hold, the reasons for the production levels (if they are not maximized), and the contributions to the Nova Scotian economy associated with the operation(s).**

*In evaluating this section, the Department will review information such as: consistency with the information the Department has on file for the operator and their current aquaculture activities, and the level of site utilization on existing aquaculture sites.*

- 6. Attach a description of your relevant knowledge and experience. This can include education, business experience, aquaculture experience, previous aquaculture compliance history, previous experience in community engagement, proposed management team (if known), other relevant information to demonstrate the technical, community engagement and business skills available to execute the proposed development.**

*In evaluating this section, the Department will review information such as: the relevance of experience to the proposed aquaculture development, years of relevant experience, and past operational success.*

- 7. Attach a description of your basic market plan. For example: what is the product you will be selling (rough/whole, processed, value-added, etc.); what is the anticipated price; who is your target market; how will you distribute your product; and how will you promote your product?**

*In evaluating this section, the Department will review information such as: is there evidence of a plan to sell, promote, and distribute the product; is this plan reasonable?*

- 8. Attach a description of your financial ability to carry out the proposed development. This should include historical and projected financial resources for this development; historical Income Statements including revenues, expenses, and EBITDA for the past three years (if applicable) and one projected production cycle forward. This could also include strategic relationships that can assist with the viability of the proposed development, or other relevant information to demonstrate the financial ability to execute the proposed development.**

*In evaluating this section, the Department will review information such as: are the financial resources adequate for the proposed production level identified, and are the sources of financing identified debt or equity based, and are they secure.*

**9. Attach a description of your plans for engaging with the public during the scoping period, should you be successful in obtaining an aquaculture option to lease. Include also a description of how you will remain engaged with the public throughout the term of a lease, should you be successful in your application.**

*In evaluating this section, the Department will review information such as: who will you engage with; how will information be provided to the public - including details relating to the required public meeting outlined in regulation that the Option Holder must hold; how you will receive information from the public; and what is the relevant experience of the lead on public engagement during the scoping.*

**10. Include any other information that you would like to be considered in review of this request.**

## Public Notice and Disclosure

*You are advised that, in the event of a successful option request application and in accordance with Aquaculture Licence and Lease Regulations, the Nova Scotia Department of Fisheries and Aquaculture ("Fisheries and Aquaculture") will disclose the proponent's name, the nature, geographic area, and scale of the proposed development associated with an Aquaculture Option to Lease.*

## Privacy Statement

*The personal and business confidential information collected on this form and in any attachments ("this form") will be used by Fisheries and Aquaculture for the purpose of deciding on your request for an Aquaculture Option to Lease. All information collected is subject to the Freedom of Information and Protection of Privacy Act ("FOIPOP") and will only be used or disclosed in accordance with FOIPOP.*

*By signing and submitting this form, I acknowledge that I have read, understand, and accept the above statements regarding the collection, use, and disclosure of the information provided on this form.*

*I also hereby certify that the information provided on this form is true and correct.*

\_\_\_\_\_  
Signature of Proponent

\_\_\_\_\_  
Date

### OFFICE USE ONLY

Date received:

Reference numbers:

This form and all other required application materials should be **submitted** to:

Nova Scotia Department of Fisheries and Aquaculture  
Attention: Aquaculture Division  
1575 Lake Road  
Shelburne, Nova Scotia  
BOT 1W0

Telephone Number (902) 875-7439  
Fax Number (902) 875-7429