

Application to Reissue a Fish Buyers Licence (Same Legal Entity)

Notes:

- Complete this form when the proposed recipient is the existing licence holder, and the application is being submitted due to a change in the majority of voting shares of the company.
- If the intent is to reissue the licences to a new legal entity (individual or company), complete the Application to Reissue a Fish Buyers/Processors Licence (New Legal Entity).
- This form will not be reviewed by the Department until a Consent to Disclose Information Form and Request to Relinquish Form are submitted by the existing licence holder.

Section 1: Existing Licence Holder Information

Licence holder	
Fish buyers licence #	

Section 2: Proposed Recipient Information

Company name	
Business name (if different)	
Type of business	Sole Proprietor <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> Co-operative <input type="checkbox"/> Other <input type="checkbox"/>
Mailing address	
Main contact name	
Phone # (work)	
Phone # (cell)	
E-mail address	
Preferred method of communication	Email <input type="checkbox"/> Phone <input type="checkbox"/> Mail <input type="checkbox"/>
Civic address where records will be kept of all buying activity	
Registry of Joint Stocks registration #	
Canada Revenue Agency business #	
Full names (first, middle initial, last) of all Directors and Officers of the company	

<p>Summarize the applicant's fisheries-related experience</p>	<p><i>Attach additional pages if required</i></p>
<p>List the core species you intend to purchase, along with the estimated volume, in pounds, on a yearly basis</p>	
<p>Number of employees specific to this application</p>	<p>Full time:</p> <hr/> <p>Part-time / seasonal:</p>
<p>Proposed annual costs and revenues</p>	<p>Costs:</p> <hr/> <p>Revenues:</p>
<p>Places you plan to sell your products (provinces in Canada and countries)</p>	
<p>Who will market the products?</p>	

Section 3: Authorized Contact Information (if different than above)

Note: The Department can only communicate information to those individuals who are authorized. Attached additional pages, if necessary.

Who is this main contact regarding this application?

Main contact from Section 2 above Authorized contact from Section 3 below

Contact name	
Job title	
Type of authorization	General correspondence <input type="checkbox"/> Signing authority <input type="checkbox"/>
Phone # (work)	
Phone # (cell)	
Email address	
Preferred method of communication	Email <input type="checkbox"/> Phone <input type="checkbox"/> Mail <input type="checkbox"/>

Section 4a: Live Lobster Holding and Handling Facility Information

<input type="checkbox"/> I plan to use the facility associated with the existing licence <input type="checkbox"/> I plan to relocate the facility to a new location	
Ownership of facility: Deed <input type="checkbox"/> Lease <input type="checkbox"/> Purchase and Sale Agreement <input type="checkbox"/>	
Registered owner:	
Civic address:	Parcel Identification Number (PID):
Holding capacity in lbs (for entire facility):	
Is the facility used by another NS fish buyers licence holder? Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, provide licence holder name(s):
Is the facility used by harvesters or non-licensed buyers to hold their lobster? Yes <input type="checkbox"/> No <input type="checkbox"/>	
<input type="checkbox"/> I understand that the live lobster holding and handling facility must be in compliance with Sections B, C and D of Schedule C of the Fish Processors & Fish Buyers Licence Policy	
Choose One	<input type="checkbox"/> I plan to sell live lobster only within the Province of Nova Scotia and I understand that I will be required to provide an approved Live Lobster Facilities Protocol prior to licence issuance.
	<input type="checkbox"/> I plan to sell live lobster outside the Province of Nova Scotia and I understand that I will be required to provide a Safe Food for Canadians licence issued by the Canadian Food Inspection Agency prior to licence issuance.

Section 4b: Additional Live Lobster Holding and Handling Facility Information

- I do not own/lease any other live lobster holding and/or handling facilities
- I do own/lease other live lobster holding and/or handling facilities. Complete the below and attach additional pages if necessary.

Ownership of facility: Deed <input type="checkbox"/> Lease <input type="checkbox"/> Purchase and Sale Agreement <input type="checkbox"/>	
Registered owner:	
Civic address:	Parcel Identification Number (PID):

This facility will be used for: Handling live lobster <input type="checkbox"/> Holding live lobster <input type="checkbox"/> Handling and holding live lobster <input type="checkbox"/>	
Holding capacity in lbs (for entire facility), if applicable:	
Is the facility used by another NS fish buyers licence holder? Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, provide licence holder name(s):
Is the facility used by harvesters or non-licensed buyers to hold their lobster? Yes <input type="checkbox"/> No <input type="checkbox"/>	

Section 5: Licence Information

- I would like to apply for all species currently listed on the existing licence(s).
- I would like to apply for only some species on the existing licence(s) (identify below).

List the species that are on the existing licence that you **do not** want to apply for, if applicable.

Section 6: Application Fee

A non-refundable administration fee of \$265.40 is required to process your application.

There are two options available to pay fees:

- Online Payment Portal (https://accesstobusiness.snsmr.gov.ns.ca/a2b_web/portal/home.jsf).
Please contact the Licensing Department to obtain an invoice number.
- Cheque or money order made payable to the Minister of Finance.

Section 7: Confirmation of Applicant

Statement	Initials of Applicant
I hereby confirm that the Proposed Recipient listed in Section 2 of this application, its shareholders, directors, officers, agents, or employees are not aware of any or all of them are not under investigation and/or involved in incomplete court proceedings pertaining to matters under the Federal <i>Fisheries Act</i> , NS <i>Fisheries and Coastal Resource Act</i> or other relevant Acts or Regulations including, but not limited to, those identified in the Nova Scotia Fish Processors & Fish Buyers Licence Policy. ¹	
I hereby confirm that the Proposed Recipient listed in Section 2 of this application will adhere to all Federal, Provincial and Municipal rules, regulations, approvals, permits, protocols, licenses and any other permissions required by others, including but not limited to the NS Department of Natural Resources and Renewables and the NS Department of Environment and Climate Change.	
I have read and understood the following regulations and policies: <ul style="list-style-type: none"> • Part 7 of the <i>Fisheries and Coastal Resources Act</i> • <i>Fish Buyers' Licensing and Enforcement Regulations</i> • <i>Fish Inspection Regulations</i> • <i>Fish Processors & Fish Buyers Licence Policy</i> 	

¹ If the Proposed Recipient, its shareholders, directors, officers, agents, or employees have recently been convicted, or are involved in incomplete court proceedings, pertaining to fisheries-related charges, the application process may be delayed.

Section 8: Signature

The undersigned hereby confirms the information contained in this application is correct to the best of their knowledge, agrees to abide by the Acts and Regulations governing the Licence, and authorizes the Department to verify with the appropriate sources the information supplied as part of this application.	
Name of Applicant (print)	
Signature	
Date	

Disclaimer: By completing and signing this application, you agree:

- to have the content listed in our “Nova Scotia Seafood Directory” publication and on our Department’s website, as well as to have the content shared by the Nova Scotia Government while engaged in promotional and research activities, and work with third parties for the development of the industry. You also agree that the Province of Nova Scotia, though it will make reasonable efforts to ensure the accuracy of Directory information, shall not be liable for any errors or omissions’ and*
- that if the licence holder is granted a licence and any administrative sanctions and/or enforcement actions are taken against the licence holder, its shareholders, directors, officers, agents, or employees, a summary of the sanctions and/or enforcement actions could be posted online.*

Section 9: Checklist and Submission

Incomplete applications will not be accepted by the Department. Please ensure to include, at minimum, the following:

- Complete Application form
- Signed Fish Buyer Licence Conditions ([Buyers-Licence-Conditions.pdf \(novascotia.ca\)](#))
- Proof of application fee payment (e-receipt or cheque/money order)
- Proposed or new Shareholder Register
 - Specify which individuals are voting shareholders
 - If shareholders are corporations, provide the Shareholder Register for those corporations as well (down to the individual level).
 - **The Department strongly advises against changing the majority of voting shares before a Conditional Approval is issued.**
- Articles of Incorporation and Memorandum of Association, if using more than one type of share

Submit the above information to Nova Scotia Department of Fisheries and Aquaculture via email at fisheries-licensing@novascotia.ca, or mail at:

Nova Scotia Fisheries & Aquaculture
1575A Lake Road
Sandy Point, NS B0T 1W0

Once your application is reviewed internally, you will be notified, in writing, of the decision. Should your application be approved, you will be issued a Conditional Approval, outlining any additional information required to complete the application.

Questions

Contact the Nova Scotia Department of Fisheries and Aquaculture, Marine Licensing & Registration at:

Email: fisheries-licensing@novascotia.ca
Phone: 902-875-7443