



## FISHERMAN'S GEAR COMPENSATION FUND REQUIRED PAPERWORK CHECKLIST

Name: \_\_\_\_\_ Claim # \_\_\_\_\_

- Claim form completed, signed and notarized.
- W-9 completed signed and dated.
- Signed copies of Federal and State Tax forms (Signature page for Federal taxes is found on the bottom of the 2<sup>nd</sup> page of the Form 1040, and the signature page for the State taxes is found on the 4<sup>th</sup> page) Please only send copies of tax papers. This office will not be responsible for original tax documents that are lost or stolen in the mail, and we will not make copies to return to you.
- Copy of Front and Back of the Commercial Fishing License, Vessel License, and Gear Licenses for the equipment in use at the time of the incident (trawls, skimmers, crab traps, oyster dredges, etc.)
- Copy of Front and Back of the Boat Registration Papers
- Coordinates in Latitude/Longitude or a map marked with the location of the incident.
- Handwritten, notarized witness statement from each witness (if applicable)
- Original receipts/estimates for damage. If the damaged gear is repaired/replaced before an award is made under this Program, a copy of the paid invoice/receipt is required. Please send originals, we will return them to you.
- Copy of receipts for old gear/Proof of ownership, and/or handwritten notarized statement that you make your own nets (if applicable). Reminder: Receipts paid in cash are not acceptable and your claim will be denied if they are submitted.
- Photographs of vessel damage which must show the claimed damage while still on the vessel, and pictures of the vessel showing the registration/documentation number and/or vessel name. (Pictures only showing repaired damage are not acceptable)

### In What Situations Can My Claim Be Denied?

- **If your claim documents are submitted later than 90 days after the date of the incident.** If you cannot obtain all of the required documentation for your claim within a reasonable time, you can mail your completed, notarized claim form without the attachments to avoid missing the 90 day deadline.
- **If you cannot provide the required documentation to show satisfactory proof of your claim.** A claim shall be deemed invalid if the claimant cannot, for any reason, produce the required documentation.
- **If your most recent tax return indicates that you have not derived 50% or more of your income from commercial fishing endeavors.**
- **If your old gear receipts/proof of ownership were paid in "cash". No receipts paid "cash" will be accepted for gear purchased.**
- **If you do not provide photos that show the damage to the boat/motor/other equipment while the equipment is on the vessel.** The program cannot accept photos of lower units, props, etc. on the ground because there is no way to tell that it came off your vessel.
- **If the incident occurred in Federal waters.** The Program will forward your claim to the Federal Fishermen's Contingency Fund.