

**UNITED STATES DEPARTMENT OF COMMERCE  
NATIONAL OCEANIC AND ATMOSPHERIC ADMIN.  
NATIONAL MARINE FISHERIES SERVICE**

**2021**

**TRIP SUMMARY FORMS**

**FISHING VESSEL LOGBOOK RECORD  
ATLANTIC HIGHLY MIGRATORY SPECIES  
FISHERIES**

**YOU ARE ADVISED THAT DISCLOSURE OF THE INFORMATION REQUESTED IN THIS REPORT IS MANDATORY FOR THE PURPOSE OF MANAGING THE FISHERIES IN ACCORDANCE WITH THE ATLANTIC TUNAS CONVENTION ACT (16 U.S. 971 ET. SEQ.) AND THE FISHERY CONSERVATION AND MANAGEMENT ACT OF 1976 (16 U.S.C. 1801 ET. SEQ.). FAILURE TO REPORT MAY RESULT IN CIVIL OR CRIMINAL SANCTIONS.**

**NAME OF VESSEL :** \_\_\_\_\_

**PERMIT NUMBER :** \_\_\_\_\_

## Instructions for the Trip Summary form

**NOTE: All data provided are CONFIDENTIAL and will be used to determine the effects of existing and proposed management policies on fishery participants. Consistent and accurate reporting is critical for achieving the benefits of conservation and management of Atlantic Highly Migratory Species fisheries.**

Please print all requested information clearly. A form with incomplete or unclear information may delay processing and will not be credited towards your compliance. This lack of compliance may result in your permit renewal being denied. **Monthly reporting for individuals holding a Swordfish and Shark permit will be considered complete and in compliance with the regulations only if:** 1.) A Trip Summary is completed for each trip made, 2.) individual Set forms are completed for each set made during a trip (longline) or 24 hour period of fishing activity (non-longline), and 3.) Tally Records (individual dressed weights) for all fish sold are provided for each trip made; or 4.) a “No Fishing” reporting form is provided when no fishing occurred during a calendar month.

If a permitted vessel did NOT fish during a calendar month, a No Fishing Reporting Form must be completed. No Fishing Reporting Forms are located in the back of the Trip Summary Logbook, behind the trip report forms. Please note the following for No Fish Reports:

- A separate form must be completed for each month that no fishing occurred;
- Please do not submit one form for multiple months.
- Do not submit more than one form for each month.
- Put a check by each permit to indicate the fishery in which no fishing occurred.
- Multiple fisheries can be reported on one form.
- Do not check fisheries for which you do NOT have a permit.

The trip is the period of time during which you catch fish, or when your operations include activities that would support fishing, such as preparing to catch or harvest fish, or attempting to catch or harvest fish. The trip begins when the vessel leaves port to go fishing and ends when the vessel returns to port. A commercial trip is defined as a trip for profit with NO paying customers on board. Please mail **original** set forms, along with the **original** Trip Summary Form and **original** weigh out slips (tally records), or a No Fishing Reporting Form in the pre-addressed envelopes provided. The address is as follows:

**National Marine Fisheries Service  
Logbook Program  
P.O. Box 491740  
Key Biscayne, Florida 33149**

Logbook reports should be postmarked no later than the 7th day after offloading all Atlantic Highly Migratory Species, or (7) days after the end of a month which you are reporting no fishing activity. **Faxed reports are no longer accepted.**

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**The following instructions should be followed when **Fishing** was conducted during a calendar month:**

The **Trip Summary Form** is a continuation of the set form and is mandatory for all permitted vessels.

**Please use a ballpoint pen and print clearly to record the following on the Trip Summary Form (Blue Page):**

- **Vessel Name and Vessel Number:** U.S. Coast Guard vessel identification number or state registration number as recorded on permit.
- **Contact Name, Telephone Number, and Signature:** Printed name, telephone number, and signature of the person completing the form (normally, this would be the captain for the trip, although the vessel owner may complete the Trip Summary and Trip Expense and Payment Summary form).
- **Operator Name:** Name of the operator (captain) of the vessel for the trip.
- **NHID Number:** Please put the NHID Number of the operator for the trip. The NHID Number is a unique identifier (“New Hampshire Identifier”) assigned by NMFS to each shark and swordfish limited access permit holder and vessel operator who uses longline or gillnet gear and has attended the “Protected Species Release, Disentanglement and Identification Workshop.”
- **Port & State of Departure:** Location of port from which the trip commenced.
- **Port & State of Landing:** Location of port that vessel arrived in.

- **Dealer Name(s):** List of names of dealers purchasing the harvest. If the catch was not sold to a dealer, please write in 'PERSONAL USE.' If there was no catch, please write in 'NO CATCH.'
- **State Trip Ticket #:** For states with trip ticket programs, include the ticket # from your sales receipt next to the appropriate dealer name.
- **Date of Departure:** Calendar date (month/day) on which the trip was started. **Use current year logbooks only.**
- **Date of First Set:** Calendar date (month/day) of first set made on trip. Required for longline trips only.
- **Date of Last Set:** Calendar date (month/day) of last set made on trip. Required for longline trips only.
- **Date of Landing:** Calendar date (month/day) the vessel arrived back at port. This can be different from the offloading date. **Use current year logbooks only.**
- **First Date of Offload:** Calendar date (month/day) that vessel began offloading fish. **Use current year logbooks only.**
- **Number of Sets:** Number of times the fishing gear was set out during the trip. Required for longline trips only.
- **Number of Crew Members:** Number of persons paid as crew (excluding captain).
- **Observer Onboard:** Whether a trip carried a pelagic observer.

**Remove the blue page, attach corresponding set forms and tally sheet(s), and mail within 7 days after last offloading date. Faxes are no longer accepted**

**The Green Page (Trip Expense and Payment Summary) is required only if your vessel has been selected by the Highly Migratory Species (HMS) Management Division and you have been notified in writing by NOAA Fisheries Service. The form is voluntary for all other vessels. However, non-selected vessels are encouraged to supply this information.** For selected vessels, the following information must be mailed within 30 days after last offloading date. Faxes are not accepted.

- **Fuel:** Price per gallon paid for fuel used during trip. If you did not refuel for this trip, record price paid when fuel was last purchased. Indicate gallons actually **used** during the trip. Exclude fuel purchased but not used.
- **Bait:** Record price per pound and the amount, in pounds, of bait purchased for this trip. If no bait was purchased, then record a zero.
- **Light Sticks:** Record price per light stick and number of light sticks **used** during the trip. If a light stick was re-used, only count it once.
- **Ice:** Record the price per unit of ice purchased for this trip. Also, record the quantity of ice purchased for this trip and circle the correct unit size.
- **Ice Maker:** Indicate if an ice maker is used on the vessel by marking 'Yes' or 'No.'
- **Grocery expenses:** Record grocery costs (food, toiletries, etc.) incurred for this trip.
- **Other Trip Costs:** Record other costs incurred for this trip. This can include: docking/offloading fees (if separate from broker fee), crew travel/lodging, fishing supplies. **Exclude** items listed elsewhere on this trip summary.
- **Total Trip Sales:** Record the amount of **GROSS** revenue received from dealer(s) for the fish sold at offload for this trip.
- **Crew Shares:** Crew share is compensation based upon percentage of net revenues (gross revenue minus total shared costs). If you did not use crew share compensation on a trip, then calculate payments as a percentage of (estimated) gross revenues (i.e., Total Trip Sales). The sum of the Owner Share, Captain Share, and Crew Share Average times the number of crew members **should total 100%**.
  - **Owner Share:** Percentage of net revenue paid to owner.
  - **Captain Share:** Percentage of net revenue paid to captain.
  - **Crew Share:** Average percent share of net revenue paid to crew, excluding captain.
  - **Was Crew Share Compensation Used:** Indicate 'Yes' or 'No'.
  - **Was the Owner on Board:** Indicate 'Yes' or 'No'.

**Total Shared Costs:** Record the sum of all costs incurred for this trip that are subtracted from gross revenues (i.e., Total Trip Sales) prior to calculating crew share payments, **including** (*estimated*) shared gear, repair and maintenance costs. If vessel does not use crew shares, record zero.

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PAPERWORK REDUCTION ACT STATEMENT: Atlantic highly migratory species (HMS) vessel logbooks provide information on fishing effort, target catch and bycatch in the fisheries for tunas, sharks and swordfish. This is the basis for quota monitoring and stock assessment and is used to meet international obligations to report fishery statistics to the International Commission for the Conservation of Atlantic Tunas. Collection of economic information through vessel logbooks provides current data on costs and earnings for vessels participating in the Atlantic HMS fisheries and aids NMFS in assessment of impacts of fishery regulations. Public reporting burden for this information collection, including time for reviewing instructions, searching existing data sources, gathering and maintaining data, and reviewing completed collection of information, is estimated to average: 12 minutes per response for set form (daily report); 30 minutes per response for the trip expense and earnings summary; 2 minutes per response for no-fishing report; and 30 minutes per response for annual expenditures form. Send comments regarding this burden estimate or any other aspect of this information collection, including suggestions for reducing this burden to: National Marine Fisheries Service, F/SF1, 1315 East West Highway, Silver Spring MD 20910. Providing requested information on the trip summary form is mandatory, if selected, for managing the Atlantic HMS fisheries in accordance with Atlantic Tunas Convention Act (16 U.S.C. 971 et seq.) and Magnuson-Stevens Fishery Conservation and Management Act (16 U.S.C. 1801 et seq.). In accordance with NOAA Administrative Order 216-100, it is agency policy not to release confidential information, other than in aggregate form. Notwithstanding any other provision of law, no person is required to respond, nor shall any person be subject to a penalty for failure to comply with information collection subject to requirements of Paperwork Reduction Act, unless that collection of information displays a currently valid OMB Control Number.

**2021 ATLANTIC HIGHLY MIGRATORY SPECIES LOGBOOK  
TRIP SUMMARY FORM**

OMB Control No. 0648-0371  
Expiration Date 12/31/20XX

NOAA Form 88-191 Version Date 05/20

<b>Please Use <u>Blue or Black Ink</u> only</b>	NMFS Use Only:	Received Date:	HMS VTR# / Schedule Number:
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Vessel Name: \_\_\_\_\_ Vessel Number: 

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<p>Contact Name (Please Print): _____</p> <p>Contact Phone No.: (     )     -     _____</p> <p><i>I certify that the information contained on this form is accurate and complete to the best of my knowledge.</i></p> <p>Contact's Signature: _____</p> <p>Operator's Name (Please Print): _____</p>	<table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:60%;"></th> <th style="width:10%; text-align: center;">Month</th> <th style="width:10%; text-align: center;">Day</th> <th style="width:20%; text-align: center;">Year</th> </tr> </thead> <tbody> <tr> <td>Date of Departure:</td> <td style="text-align: center;">   </td> <td style="text-align: center;">   </td> <td style="text-align: center;">/ 2 0 2 1</td> </tr> <tr> <td>Date of First Set:</td> <td style="text-align: center;">   </td> <td style="text-align: center;">   </td> <td style="text-align: center;">/ 2 0 2 1</td> </tr> <tr> <td>Date of Last Set:</td> <td style="text-align: center;">   </td> <td style="text-align: center;">   </td> <td style="text-align: center;">/ 2 0 2 1</td> </tr> <tr> <td>Date of Landing:</td> <td style="text-align: center;">   </td> <td style="text-align: center;">   </td> <td style="text-align: center;">/ 2 0 2 1</td> </tr> <tr> <td>Date of Offload:</td> <td style="text-align: center;">   </td> <td style="text-align: center;">   </td> <td style="text-align: center;">/ 2 0 2 1</td> </tr> </tbody> </table>		Month	Day	Year	Date of Departure:			/ 2 0 2 1	Date of First Set:			/ 2 0 2 1	Date of Last Set:			/ 2 0 2 1	Date of Landing:			/ 2 0 2 1	Date of Offload:			/ 2 0 2 1
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NHID Number: 

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Port & State of Departure: \_\_\_\_\_ 

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Port & State of Landing: \_\_\_\_\_ 

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Number of Sets: 

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Number of Crew Members:  
(excluding captain) 

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Observer onboard: Yes  No

<p>Dealer Name(s):</p> <p>1.) _____</p> <p>2.) _____</p> <p>3.) _____</p>	<p>State Trip Ticket Number(s):</p> <p>1.) _____</p> <p>2.) _____</p> <p>3.) _____</p>
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**2021 ATLANTIC HIGHLY MIGRATORY SPECIES LOGBOOK  
TRIP SUMMARY FORM**

OMB Control No. 0648-0371  
Expiration Date 12/31/20XX

NOAA Form 88-191 Version Date 05/20

<b>Please Use <u>Blue or Black Ink</u> only</b>	NMFS Use Only:	Received Date:	HMS VTR# / Schedule Number:
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Vessel Name: \_\_\_\_\_ Vessel Number: 

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Contact Name (Please Print): \_\_\_\_\_ Date of Departure: 

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Contact Phone No.: (      ) - \_\_\_\_\_ Date of First Set: 

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*I certify that the information contained on this form is accurate and complete to the best of my knowledge.*

Date of Last Set: 

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Contact's Signature: \_\_\_\_\_ Date of Landing: 

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Operator's Name (Please Print): \_\_\_\_\_ Date of Offload: 

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NHID Number: 

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 Number of Sets: 

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Port & State of Departure: \_\_\_\_\_ 

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 Number of Crew Members: 

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 (excluding captain)

Port & State of Landing: \_\_\_\_\_ 

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 Observer onboard: Yes  No

Dealer Name(s): \_\_\_\_\_ State Trip Ticket Number(s): \_\_\_\_\_  
 1.) \_\_\_\_\_ 1.) \_\_\_\_\_  
 2.) \_\_\_\_\_ 2.) \_\_\_\_\_  
 3.) \_\_\_\_\_ 3.) \_\_\_\_\_

**TRIP EXPENSE & PAYMENT SUMMARY (Mandatory if selected; otherwise voluntary)**

		Unit Cost	Quantities Used (Whole numbers only)										
<b>Fuel</b>	Price per Gallon	\$ <table border="1" style="display: inline-table; border-collapse: collapse; text-align: center;"> <tr><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td></tr> </table> . <table border="1" style="display: inline-table; border-collapse: collapse; text-align: center;"> <tr><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td></tr> </table>					Gallons Used	<table border="1" style="display: inline-table; border-collapse: collapse; text-align: center;"> <tr><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td></tr> </table>					
<b>Bait</b>	Price per Pound	\$ <table border="1" style="display: inline-table; border-collapse: collapse; text-align: center;"> <tr><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td></tr> </table> . <table border="1" style="display: inline-table; border-collapse: collapse; text-align: center;"> <tr><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td></tr> </table>					Pounds of Bait (Dead, Frozen)	<table border="1" style="display: inline-table; border-collapse: collapse; text-align: center;"> <tr><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td></tr> </table>					
<b>Light Sticks</b>	Price per Stick	\$ <table border="1" style="display: inline-table; border-collapse: collapse; text-align: center;"> <tr><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td></tr> </table> . <table border="1" style="display: inline-table; border-collapse: collapse; text-align: center;"> <tr><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td></tr> </table>					Light Sticks Used	<table border="1" style="display: inline-table; border-collapse: collapse; text-align: center;"> <tr><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td></tr> </table>					
<b>Ice</b>	Price per Unit	\$ <table border="1" style="display: inline-table; border-collapse: collapse; text-align: center;"> <tr><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td></tr> </table> . <table border="1" style="display: inline-table; border-collapse: collapse; text-align: center;"> <tr><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td></tr> </table>					Quantity of Ice	<table border="1" style="display: inline-table; border-collapse: collapse; text-align: center;"> <tr><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td></tr> </table> Please circle one: Tons <input type="radio"/> Blocks <input type="radio"/> Lbs <input type="radio"/>					
<b>Ice Maker</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>												
<b>Grocery Expenses</b>			\$ <table border="1" style="display: inline-table; border-collapse: collapse; text-align: center;"> <tr><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td></tr> </table> . <table border="1" style="display: inline-table; border-collapse: collapse; text-align: center;"> <tr><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td></tr> </table>										
<b>Other Trip Costs</b> (Other costs incurred on this trip, excluding items listed elsewhere on this trip summary form. See instructions.)			\$ <table border="1" style="display: inline-table; border-collapse: collapse; text-align: center;"> <tr><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td></tr> </table> . <table border="1" style="display: inline-table; border-collapse: collapse; text-align: center;"> <tr><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td></tr> </table>										

**Total Trip Sales** \$ 

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<b>Crew Shares:</b>	Owner: <table border="1" style="display: inline-table; border-collapse: collapse; text-align: center;"> <tr><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td></tr> </table> %				<b>Was crew share compensation used?</b> Yes <input type="checkbox"/> No <input type="checkbox"/>
	Captain: <table border="1" style="display: inline-table; border-collapse: collapse; text-align: center;"> <tr><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td></tr> </table> %				<b>Was the owner on board?</b> Yes <input type="checkbox"/> No <input type="checkbox"/>
	Crew: <table border="1" style="display: inline-table; border-collapse: collapse; text-align: center;"> <tr><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td></tr> </table> %				

**Total Shared Costs** (Includes only those costs subtracted from gross revenues to calculate crew payments. See instructions.) \$ 

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<b>Please Use <u>Blue or Black Ink</u> only</b>	NMFS Use Only:	Received Date:	HMS VTR# / Schedule Number:
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Vessel Name: \_\_\_\_\_ Vessel Number: 

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Contact Name (Please Print): \_\_\_\_\_ Date of Departure: 

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 / 2021

Contact Phone No.: (     ) - \_\_\_\_\_ Date of First Set: 

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 / 2021

*I certify that the information contained on this form is accurate and complete to the best of my knowledge.*

Date of Last Set: 

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 / 2021

Contact's Signature: \_\_\_\_\_ Date of Landing: 

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Operator's Name (Please Print): \_\_\_\_\_ Date of Offload: 

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 / 2021

NHID Number: 

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 Number of Sets: 

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Port & State of Departure: \_\_\_\_\_ 

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 Number of Crew Members: 

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(excluding captain)

Port & State of Landing: \_\_\_\_\_ 

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 Observer onboard: Yes  No

Dealer Name(s): \_\_\_\_\_ State Trip Ticket Number(s): \_\_\_\_\_  
 1.) \_\_\_\_\_ 1.) \_\_\_\_\_  
 2.) \_\_\_\_\_ 2.) \_\_\_\_\_  
 3.) \_\_\_\_\_ 3.) \_\_\_\_\_

**TRIP EXPENSE & PAYMENT SUMMARY (Mandatory if selected; otherwise voluntary)**

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<b>Ice Maker</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>												
<b>Grocery Expenses</b>			\$ <table border="1" style="display: inline-table; border-collapse: collapse; text-align: center;"> <tr><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td></tr> </table> . <table border="1" style="display: inline-table; border-collapse: collapse; text-align: center;"> <tr><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td></tr> </table>										
<b>Other Trip Costs</b> (Other costs incurred on this trip, excluding items listed elsewhere on this trip summary form. See instructions.)			\$ <table border="1" style="display: inline-table; border-collapse: collapse; text-align: center;"> <tr><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td></tr> </table> . <table border="1" style="display: inline-table; border-collapse: collapse; text-align: center;"> <tr><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td></tr> </table>										

**Total Trip Sales** \$ 

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<b>Crew Shares:</b>	Owner: <table border="1" style="display: inline-table; border-collapse: collapse; text-align: center;"> <tr><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td></tr> </table> %				<b>Was crew share compensation used?</b> Yes <input type="checkbox"/> No <input type="checkbox"/>
	Captain: <table border="1" style="display: inline-table; border-collapse: collapse; text-align: center;"> <tr><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td></tr> </table> %				<b>Was the owner on board?</b> Yes <input type="checkbox"/> No <input type="checkbox"/>
	Crew: <table border="1" style="display: inline-table; border-collapse: collapse; text-align: center;"> <tr><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td><td style="width: 20px; height: 20px;"> </td></tr> </table> %				

**Total Shared Costs** (Includes only those costs subtracted from gross revenues to calculate crew payments. See instructions.) \$ 

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**NO FISHING REPORTING FORM**

OMB Control No. 0648-0371  
Expiration Date 12/31/20XX  
Version Date 05/20

NMFS Use Only: Opened:	Schedule #
---------------------------	------------

Vessel ID. NO.  Vessel Name: \_\_\_\_\_

During the entire month of  , year  this vessel DID NOT FISH in the fisheries checked below:

- > more than one fishery may be checked
- > DO NOT check any fishery if your vessel does not have a permit for it
- > **Use Black Ink**

- Atlantic Highly Migratory Species (swordfish/tunas)
- South Atlantic Snapper-Grouper
- Gulf of Mexico Reef Fish
- Shark
- King Mackerel
- Spanish Mackerel
- Atlantic Dolphin/Wahoo

Signature: \_\_\_\_\_

Phone: (\_\_\_\_) - \_\_\_\_\_



MAIL THIS COPY TO NMFS, P.O. BOX 491740, KEY BISCAYNE, FL 33149



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KEEP THIS FORM FOR YOUR RECORDS



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