

**LANDING LOCATION REQUEST FORM  
FOR FEDERALLY PERMITTED CHARTER VESSELS AND HEADBOATS  
IN THE GULF OF MEXICO**

The National Marine Fisheries Service (NMFS) requires a vessel owner or operator with a federal charter vessel/headboat permit for reef fish or coastal migratory pelagic fish in the Gulf of Mexico to offload any fish from the vessel only at a verified landing location. NMFS must verify a landing location before it can be used. A landing location must have a street address, or global positioning system (GPS) coordinates for an identifiable geographic location if no street address exists. To check if NMFS has already approved a landing location, visit <https://www.fisheries.noaa.gov/southeast/southeast-electronic-reporting-technologies>. To request a new landing location, submit this form to: NOAA/NMFS, Sustainable Fisheries Division, 263 13th Avenue South, St. Petersburg, FL 33701 or [ser.electronicreporting@noaa.gov](mailto:ser.electronicreporting@noaa.gov).

Name (First) \_\_\_\_\_ (Last) \_\_\_\_\_

Phone (\_\_\_\_\_) \_\_\_\_\_ E-mail \_\_\_\_\_

Landing location name \_\_\_\_\_

Provide the physical address of the landing location **OR** GPS coordinates if no street address exists:

Street address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_

ZIP Code \_\_\_\_\_ County \_\_\_\_\_

Latitude \_\_\_\_\_ Longitude \_\_\_\_\_

Provide GPS coordinates of the landing location in decimal degrees to six decimal places, for example, 27.757929, -82.636341. In the Gulf of Mexico, latitude is between 23° and 31° and longitude is between 79° and -98°. The following website may help you check the accuracy of your GPS coordinates: <https://www.latlong.net/>.

Public Burden Statement - A Federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with an information collection subject to the requirements of the Paperwork Reduction Act of 1995 unless the information collection has a currently valid OMB Control Number. The approved OMB Control Number for this information collection is 0648-0770. Without this approval, we could not conduct this survey or information collection. Public reporting for this information collection is estimated to be approximately 5 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the information collection. All responses to this information collection are required to obtain benefits. Send comments regarding this burden estimate or any other aspect of this information collection, including suggestions for reducing this burden to NMFS, 263 13th Avenue South, St. Petersburg, FL 33701, Attn: PRA Officer.

Privacy Act Statement - Authority: The collection of this information is authorized under the Magnuson-Stevens Fishery Conservation and Management Act. Purpose: NMFS requires this information to verify that the location exists and can reasonably be expected to be a landing location. A verified location will be assigned a code and shared with any vendors with approved applications for inclusion on reporting platforms. Routine Uses: NMFS will use this information to verify a landing location. Disclosure of this information is permitted under the Privacy Act of 1974 (5 U.S.C. Section 552a), to be shared within NMFS offices, to coordinate monitoring and management of sustainability of fisheries and protected resources, as well as with the applicable state or regional marine fisheries commissions and international organizations. Disclosure: Providing this information is voluntary; however, failure to provide complete and accurate information may prevent the verification of a landing location.