

Detailed Instructions

Please check that your information at the top of Page 1 is correct. If not, please clearly print the correct information in the white space.

Page 1 – Total 2021 Expenses

On **Page 1** we would like you to enter the total financial expenses you incurred during 2021 for the operation and keeping of **your vessel** with the registration number listed at the top of the page. This should correspond to actual dollar payments made. For each question enter the sum of all 2021 expenses in that category. If you had **NO expenses in a category, please enter “0”** and do not leave any spaces blank.

- Please be comprehensive: **Account for all the expenses** incurred by this boat in 2021 on **Page 1**.
- Please **avoid double counting**: Any expense should appear only a single time on **Page 1**.
- If an expense benefits this vessel as well as other vessel(s) or business operations (such as processing), **only list the share of the expense** that can be assigned to this vessel.
- Feel free to round numbers to the nearest \$100, such as entering \$ 3,600.00 rather than \$ 3,643.00.

Question 1: Check the YES box, if you (the owner) also act as captain for this vessel (always or most of the time). Check the NO box if you hired captain(s) to operate this vessel.

Question 2: If you checked NO on Question 1, check the N/A (not applicable) box. Check the YES box, if you separately account for your income *as captain* (as opposed to *as owner*, i.e. business profit). If you checked Yes, enter the total amount you paid yourself on the following line. If you do not pay yourself a captain’s share, simply check the NO box and continue with Question 3.

Question 3: Enter the sum of all hired crew and hired captains’ shares paid during 2021. This should reflect the amount the crew and captain(s) actually received, including any bonuses, but excluding any contributions she/he made to cover operating costs. **DO NOT** include amounts paid to the owner!

Question 4: Enter the total amount spent on fuel in 2021. The total amount should reflect the actual amount paid for the fuel used by this vessel, including those portions “paid” out of the crew’s or captain’s shares.

Question 5: **a)** Please estimate, as best you can, the average *price* per gallon you paid for fuel in 2021 (in dollars and cents per gallon).

b) Enter the total number of *gallons* of fuel you purchased in 2021 in order to operate this vessel and all its equipment (such as generators and freezers). If this number is not available, then divide the amount entered in Question 4 by the estimated price per gallon entered in a) and enter this amount in the space provided.

Question 6: Enter the sum of all remaining expenses incurred on a ‘per fishing trip’ basis in 2021. This should exclude all amounts already listed in the above questions, i.e. amounts paid to crew, captain or fuel. Please sum all your expenses for: ice, groceries, oil and lubricants, freezing and packaging supplies, gloves, processing, storage, cleaning supplies or services, and any other trip related expense.

Question 7: a) Enter the total 2021 expenses, not already listed above, related to the vessel (hull and all) and associated equipment, such as fishing gear (nets, trawl doors, etc.), engine(s), freezers and electronics. Include all expenses for maintenance, repair, replacement, upgrades and new purchases. Also include haul-outs, rebuilds, retrofits, etc.

b) This question asks about the type of expenses that are included in Question 7. a). Please check all the boxes that apply. Check the first box if some or all the expenses listed in 7.a) were for normal maintenance or regular repairs and repeated replacements (such as worn out nets). Check “Major repairs or haul-out” if you incurred expenses in 2021 that occur less than annually, include haul-outs, repairs during haul-outs, and other major repairs or replacement; or unusual expenses resulting from unexpected events such as hurricanes, accidents or theft. Check “New purchase or upgrade” if you spent money on the vessel that extends its functionality, such as increases in engine power, new electronic systems, increases or improvements to fishing gear, etc.

Question 8: Enter the total amount paid for vessel insurance in 2021 (insurance premium). Enter the total amount, not just the monthly insurance premium.

Question 9: If you had a loan in 2021, enter the total amount of your loan payments for this vessel in 2021 (interest and principal for the full year).

Question 10: Enter the total amount of overhead applicable to this vessel. Typical overhead expenses include: dockage/mooring, rent, utilities, commercial fishing licenses and permits, property taxes and other fees, (share of) car or truck expenses, (share of) office expenses, (share of) accountant, lawyer, other professional services fees, and any other annual expenditure paid by the vessel (not already included in Questions 1 through 9). **Very Important on Question 10:**

- **Exclude:** **Loan Payments** (interest and principal)
Insurance premiums for the vessel
Depreciation
Income Tax
- If an overhead expense benefits this vessel AND other vessel(s) or business operations (such as processing), then only list the **share of the expense** that can be assigned to this vessel. Estimate as necessary. For example, if you have 3 vessels, you might divide accountant costs evenly (1/3 per vessel).

End of Page 1: Please make sure you have accounted for all expenses associated with the operation and keeping of this vessel in 2021. **If there are expenses not yet accounted for, please add them to the category they fit best:**

- If they are trip-related, add them to Question 6.
- If they relate to the vessel, gear and equipment, add them to Question 7.
- If they fit in neither of the above categories, add them to Question 10 (overhead or business related costs).

Question 11: Enter the total financial expenses you incurred during 2021 for the operation and keeping of this vessel. This number should equal the sum of all dollar (\$) expenses entered on Page 1.

Page 2 – Other Important Economic Information

Question 12: Check the boxes for the type of insurance you had for this vessel in 2021. Check all that apply or “None” if your vessel was not insured. **If the hull was insured**, then enter the total amount the hull was insured for, i.e. the maximum dollar amount the insurance would have paid in case of a total loss of the vessel. Do not enter your monthly or yearly insurance premiums or payments (these payments should have been included in Question 8)!

Question 13: a) and b) Enter the market value of your vessel in 2021. Please enter the most accurate number you have. If the vessel is insured, please consult your insurance records for these values. Otherwise, please give us your best estimate or guess. For market value including permit **(a)**, please enter the approximate amount you would expect to receive if you had sold your vessel and fishing permit(s) together during 2021. For market value without permit **(b)**, please enter the amount you would expect to receive if you had sold your vessel in 2021 without any fishing permit(s).

c) Enter your purchase price of the vessel. If the vessel was a gift or self-built please estimate the approximate value at the time.

Question 14: Check YES if you had any outstanding loans on your vessel **at any time during 2021**. If YES, enter:

- a) The amount of principal you still owe **at the end of 2021**; and
- b) Please split your total loan payments entered under **Question 9** into:
 - i) the total sum of interest paid in 2021; and
 - ii) the total amount of principal repaid in 2021.

Please estimate if you do not have the exact numbers.

Question 15: Enter the amount of depreciation you claimed for your vessel on your 2021 tax return. If you have not yet filed 2021 taxes, please provide an estimate or guess or use the previous year’s.

Question 16: Please indicate the sources of revenue received by your vessel in 2021. Please **check all the boxes that apply**. Check “**Shrimp Fishery**” if this vessel caught shrimp anywhere for commercial sale. Check “**Other Commercial Fisheries**” if your vessel participated in any commercial fisheries other than shrimp. Check “**Government**” if this vessel received payments from the federal, state or local government in 2021 (see Question 18 for examples). Check “**Other Non-Fishing Income Activities**” if this vessel was used to generate income NOT related to commercial fishing. For instance, charter work, oil industry work, or received revenue or payments related to the BP Oil Spill including compensation for damages, etc. Check “**None / Not Active**” if your vessel did not generate any revenue or income during 2021.

Question 17: Enter the total sum of all revenue received by this vessel in 2021 from activities OTHER than shrimping. Please include commercial, non-shrimp fishing revenue generated in the Gulf of Mexico as well as the Atlantic Ocean and elsewhere, inclusive of ALL state, federal or international waters. **Please do not include any revenue generated by the sale of shrimp regardless of where it is caught**. Please also include any income from non-fishing activities by this vessel such as lease payments (if the vessel is rented out), payments for work in the oil industry, **or received revenue or payments related to the BP oil spill including compensation for damages**, etc.

Question 18: Enter the sum of all payments received by this vessel in 2021 from federal, state, and local governments. This may include payments resulting from low shrimp prices and the dumping of

imports (for example, tariff monies received from U.S. Customs, trade assistance adjustment payments received from the U.S. Department of Agriculture, “kickbacks,” incentives, etc.) and disaster relief (monies received for hurricane recovery). Do not include any payments related to the BP Oil Spill (include these under Question 17).

If you have any questions, please call Felix Martin at (305) 361-4263.

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 0648-0591. Without this approval, we could not conduct this survey. Public reporting for this information collection is estimated to be approximately 45 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 (permits). Send comments regarding this burden estimate or any other aspect of this information collection, including suggestions for reducing this burden to NOAA Fisheries, Southeast Fisheries Science Center at: 75 Virginia Beach Drive, Miami, Florida 33149, Attn: Christopher Liese, or by email to christopher.liese@noaa.gov