Application for Seafood Processing Permit

Alaska Department of Environmental Conservation
Division of Environmental Health
Food Safety and Sanitation Program

Section 1- General Information *(All applicants complete entire section – please print).*

Purpose (check one) ☐ **Renewal** ☐ **New*** ☐ **Information Change*** ☐ **Extensive change*** ☐ **Change of owner/operator***

If there has been an extensive change in the facility, products or process or this is a new facility, you are required to fill out the Seafood Processing Plan Review Checklist. If you are new, there has been an information change or change of owner/operator complete Seafood Processors Business Form A.

Owner/Business Information

Name of Entity or Owner			AK Fisheries Business License #
Business/Corporate Mailing Address	City	State	Zip
Business/Corporate Phone	Email	Fax	
Owner(s) or Corporate Officer(s) & Title(s) or Responsible Party	Is the Business an Importer: ☐ Yes ☐ No	Number of Employees in Corporation:	

Type of Entity: ☐ Individual ☐ Partnership ☐ Corporation ☐ C Corp ☐ S Corp ☐ Other (specify):
Corporate Gross Annual Food Sales: ☐ ≤ 249,999 ☐ 250,000-499,999 ☐ 1,000,000-2,499,999 ☐ ≥ 2,500,000 ☐ Unknown

Land Based Facility Information

Name of Facility		Physical Location (required)		Number of Employees at Facility
Mailing Address		City	State	Zip
City	State	Zip	Seasonal Phone Number	Radio/Cell Number
Contact Person		Plant Manager (PM) or Qualifty Control (QA)Contact		PM/QA Email

Vessel Information

Name of Vessel	Previous Name of Vessel (if applicable)		Number of Employees on Vessel
Owner Name	Vessel Manager or Quality Control Contact		Manager or QA Email
Alaska Port(s)/Mooring Locations		Fax	
Vessel Seasonal Mailing Address ☐ Same as above	Seasonal Phone Number	Radio/Cell Number	
City	State	Zip	Vessel Contact email address

Section 2- Product & Packaging Details *(All applicants complete entire section – please print).*

A. Fishery Resource Utilized. ***Check all that apply***

☐ Black Cod/Sablefish ☐ Halibut ☐ Pacific Cod ☐ Roe ☐ Scallops ☐ Crab ☐ Herring ☐ Rockfish
☐ Pollock ☐ Salmon ☐ Sea Cucumbers ☐ Shrimp ☐ Sole ☐ Other Fishery Resource (specify):

B. Processes. ***Check all that apply***

☐ Cooking (Water/Steam)	☐ Ice Manufacturing	☐ Roe - Salted	☐ Smoking	**Check how product(s) will be held:**
☐ Drying	☐ Mixing/Formulatingl	☐ Salting/Brining (Wet/Dry)	☐ Hot	☐ Frozen
☐ Freezing	☐ Pickling/Acidify	☐ Roe-Recovery	☐ Cold	☐ Refrigerated
☐ Fish Oil	☐ Roe Recovery	☐ Surimi	☐Thermal	☐ Shelf stable
☐ Heading/Butchering	☐ Roe- Green	☐ Shelf Stable	☐ Other:	

C. Packaging Material. ***Check all that apply***

☐ Box with liner	☐ Glass Container	☐ Retort Pouch
☐ Bulk/Tote	☐ Hard Plastic Container/Tray	☐ Vacuum Bag/Sleeve
☐ Can	☐ Poly or Fiber Bag	☐ Other Material (specify):

D. Harvest Months. ***Check all months processing seafood***

☐ January	☐ February	☐ March	☐ April	☐ May	☐ June
☐ July	☐ August	☐ September	☐ October	☐ November	☐ December

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E. Distribution and Transportation ***Retail*** *- directly to consumers****; Wholesale*** *- distributor, grocery store, restaurant, secondary processor;* ***Intrastate*** *- Within Alaska;* ***Interstate*** *- Stateside;* ***Export*** - Outside US

Show the percentage of products sold:

Retail_____% + Wholesale_____% = 100% Intrastate_____% + Interstate_____% =100%
Export_____%

Describe the method of transport from your facility/vessel to intended market:_____

F. Harvest Areas (*check all that apply*)

- **A.** ☐ **Juneau, Hoonah, Elfin Cove, Yakutat, Angoon, Tenakee**
- **B.** ☐ **Ketchikan, Craig**
- **C.** ☐ **Petersburg, Wrangell**
- **D.** ☐ **Sitka, Pelican**
- **E.** ☐ **Prince William Sound**
- **F.** ☐ **EEZ_____**
- **H.** ☐ **Cook Inlet**
- **K.** ☐ **Kodiak**
- **L.** ☐ **Chignik**
- **M.** ☐ **Alaska Peninsula**
- **O.** ☐ **Dutch Harbor**
- **Q.** ☐ **Bering Sea**
- **R.** ☐ **Adak, Western Aleutians**
- **T.** ☐ **Bristol Bay**
- **W.** ☐ **Kuskokwim**
- **X.** ☐ **Kotzebue**
- **Y.** ☐ **Yukon**

Section III: Fees and Payment

Types of Processors/Fees (*check applicable type*)	Payment
FACILITY ☐ Shore-based < 5000 lbs/day - $795 ☐ Shore-based > 5000 lbs/day -$2,094 ☐ Cannery < 5000 lbs/day - $1,120 ☐ Cannery ≥ 5000 lbs/day - $2,094 ☐ Direct Market Land-Based - $200 VESSEL ☐ Direct Marketing Vessel <65ft - $325 ☐ Vessels < 5000 lbs/day - $795 ☐ All other vessels > 5000 lbs/day - $2,094	**Make checks payable to:** State of Alaska Mail to: State of Alaska DEC – FSS, Seafood Permits 555 Cordova St, 5th Floor Anchorage, AK 99501 **To pay by credit card**, call (907) 269-4552. *Please do not include credit card number on this form.* Payment Amount: $ _

I declare, under penalty of unsworn falsification, that this application (including any accompanying statements) has been examined by me and to the best of my knowledge and belief is true, correct, and complete. I agree to pay all fees before operating.

Applicant's Signature	**Date**
Applicant's Printed Name	**Title**

(Rev 10/16)