



## Application for a Fish Processing Licence

Please complete the following information; use additional pages if necessary.  
Applications shall be considered incomplete and shall be returned to the applicant if all required information has not been submitted.

### Section A

Applicants must check the applicable box and submit fee.

- New primary processing licence (one or more species) **\$7,500.00**
- New species to be added to a primary processing licence **\$2,500.00**
- New emerging species to be added to a primary processing licence **\$1,000.00**
- New secondary processing licence **\$1,000.00**
- New primary processing licence for aquaculture (one or more species) **\$1,000.00**
- New species added to a primary processing licence for aquaculture **\$1,000.00**

### Section B

Company Name (Applicant): \_\_\_\_\_

Newfoundland and Labrador Company Registration Number: \_\_\_\_\_

Canada Food Inspection Agency Registration Number: \_\_\_\_\_

CFIA Expiry Date: \_\_\_\_\_

Type of Business: \_\_\_\_\_

(Individual, Partnership, Company, Date Incorporated)

Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Location of Processing Plant: \_\_\_\_\_

Company Contact Person: \_\_\_\_\_ Phone Number \_\_\_\_\_

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### Section C

Identify the species or group of species to be processed.

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### Section D

Please provide details of share structure including names of the shareholders, address, title and share percentage.

Shareholder	Address	Title	Share Percentage

For a non-publicly traded company, disclosure is required where any shareholder holds more than five percent shares in another fish processing company within the province. This must be identified along with the name of the other fish processing company and the percentage of shares in that other fish processing company.

Shareholder	Fish Processing Company	Share Percentage

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### Section E

#### Economic Development

Identify direct and indirect employment that will result from the proposed licence.

Number of jobs to be created: \_\_\_\_\_

Sources of workers (including Temporary Foreign Workers, if applicable): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### Section F

#### Business Plan

A business plan acceptable to the financing institution funding the business venture. If no financing is obtained, the business plan must be acceptable to the Department.

#### Production Plan

Identify the principal product types and the anticipated production.

#### Marketing Plan

Provide a marketing plan that identifies the principal target markets and anticipated prices.

#### Waste Disposal Plan

Provide a waste disposal plan that is acceptable to the applicable regulatory authorities.

### Section G

The undersigned confirms responsibility for verifying that the operation of the fish processing plant complies with all applicable federal, provincial, and municipal legislation, regulations, by-laws, and the requirement of relevant regulatory authorities, including, but not limited to:

- Canadian Food Inspection Agency
- Fisheries and Oceans Canada
- Environmental Conservation and Climate change (Provincial and Federal)
- Permits required by the Department of Government Services and/or the applicable municipality
- Building codes (Provincial and Municipal)
- Occupational Health and Safety within the Department of Government Services
- Workplace, Health and Safety and Compensation Commission of Newfoundland and Labrador

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### Section H

Does the applicant have any outstanding debts with the Government of Newfoundland and Labrador?

Yes       No

Provide a copy of the Articles of Incorporation and a Certificate of Good Standing from the Newfoundland and Labrador Registry of Companies.

### Section I

Please review and confirm the following are included in the application submission:

- Completed application form                       Waste Disposal Plan
- Business Plan     Production Plan
- Marketing Plan     Self-Declaration Form
- Copy of the Articles of Incorporation and a Certificate of Good Standing from the Registry of Companies.

Complete applications and documents are to be submitted to: [falicensing@gov.nl.ca](mailto:falicensing@gov.nl.ca)

I certify that the information provided in this application and the attached related documents is true and correct.

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

Name: \_\_\_\_\_

Position in the Company: \_\_\_\_\_

Date: \_\_\_\_\_

The Department of Fisheries and Aquaculture is committed to protecting personal information. The personal information requested is being collected in accordance with section 61(c) of the Access to Information and Protection of Privacy Act, 2015 (ATIPPA, 2015) and will be used to assess this Fish Processing Licence application. It will not be used for any other purposes unless authorized under ATIPPA, 2015.

For more information, please contact:

Department of Fisheries and Aquaculture

P.O. Box 8700

St. John's, NL A1B 2J6

[fplbsecretariat@gov.nl.ca](mailto:fplbsecretariat@gov.nl.ca)

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