TAUTOG TAGGING PROGRAM
2022 VTR Instructions

Please READ the instructions for completing a NYS Fishing Vessel Trip Report (VTR) to ensure you all of the boxes appropriately and completely. Incomplete forms will be returned for completion.

Online Reporting Requirements:

- **eTRIPS** – If you would like to report your landings online you **MUST** contact the Data Management Unit (contact information below) to set up an account and receive online reporting instructions.
- When reporting online, tautog tag serial numbers must be recorded in the comments field.

New York State Permit Holder Requirements:

- **Must report all their own landings, on their own VTR form, that requires their own signature.**
- Forms with more than one person’s landings, or someone else’s signature (except for permits assigned to corporations) **WILL NOT BE ACCEPTED.**
- If you take someone fishing on your vessel, **DO NOT REPORT THEIR LANDINGS.** They must bring their own NYS VTR on board to report their landings.
- If you go on another individual’s boat (non-federal), you must **bring YOUR OWN** New York State VTR to fill out on board with your harvest and tag numbers recorded.
  - Be sure to write the **vessel’s name** in Box 1 and **vessel registration** number in Box 2.
  - **Record ONLY YOUR OWN tautog landings.** It is **YOUR** responsibility to complete the NYS VTR and send it to DEC Marine Fisheries Data Management Unit.

Federal Permit Holder & Vessel Requirements:

- If you are the **CAPTAIN/OWNER of a Federally permitted vessel** and report electronically to NOAA through SAFIS eTrips or FishOnline, you must submit your tag usage information via the online form available at this link: [https://on.ny.gov/evtrtagtracker](https://on.ny.gov/evtrtagtracker). The following information MUST be included in the form:
  - New York State Food Fish License #
  - Federal eVTR number
  - Pounds of tautog (TAU)
  - Count of tags used
  - Tag serial numbers (in the Comments field if reporting with eTrips)
- If you **are not the CAPTAIN** and harvest TAU on a Federally permitted vessel, you must submit your tag usage information via the online form available at this link: [https://on.ny.gov/evtrtagtracker](https://on.ny.gov/evtrtagtracker). The following information MUST be included in the form:
Additional Reporting Requirements:

- **REPORT ONLY ONE TRIP PER VTR.** Forms with landings from multiple trips will NOT be accepted.

- **ALL VTRs with tautog landings must include:**
  - Food Fish License #
  - Pounds of TAU
  - Count of Tags used
  - Tag serial numbers used (in the Comments field if reporting with eTrips)

- Corporate Permit holders can only fish on the specific vessel named on their permit.

- **All unused tags and final VTRs for the season are due February 15, 2023.**

- In order to ensure prompt processing of tag orders, please immediately report VTRs to DEC.

- If you do not intend to place another order after your initial order, please have all reports to DEC by the 15th of the month following the date of your trip.

**CONTACT INFORMATION**

**Data Management Unit**
Division of Marine Resources

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