



Monthly Harvest Return

1. Client and Return details

Client Number Month Year Page of

MHR

Client Name

OFFICE USE ONLY

Do you have any catch to report this month? Yes → Complete all sections on this form
 No → Complete sections 1 and 4 only

DATE RECEIVED

2. Enter all quota and non quota catch for the month

Stock species	area	Catch (kgs, unless stated in Regulations)	Stock species	area	Catch (kgs, unless stated in Regulations)	Stock species	area	Catch (kgs, unless stated in Regulations)
		.0kg			.0kg			.0kg
		.0kg			.0kg			.0kg
		.0kg			.0kg			.0kg
		.0kg			.0kg			.0kg
		.0kg			.0kg			.0kg
		.0kg			.0kg			.0kg
		.0kg			.0kg			.0kg
		.0kg			.0kg			.0kg
		.0kg			.0kg			.0kg
		.0kg			.0kg			.0kg
		.0kg			.0kg			.0kg
		.0kg			.0kg			.0kg
		.0kg			.0kg			.0kg
		.0kg			.0kg			.0kg
		.0kg			.0kg			.0kg

Continue on next return form if needed

3. List all vessels which were used to take the month's catch

registration number of vessel	name of vessel

registration number of vessel	name of vessel

4. Declaration

- I declare that the information I have given on this form is correct and complete to the best of my knowledge.
- I understand it is an offence to fail to complete this return or supply false information or make any material omission.
- I have read and understood the details on the Privacy Act 1993 supplied with this form.
- I declare I am authorised to supply this information.

Name of person making this declaration

Signature

Date / /20

Monthly Harvest Returns (MHRs) EXPLANATORY NOTES

Monthly Harvest Returns (MHRs) must be completed in accordance with the requirements of the Fisheries (Reporting) Regulations 2001. These explanatory notes are to provide guidance and instruction on the completion of MHRs.

Section 1

Client Number: Enter the client number of the client that the MHR is for. The client number is the 7-digit number that has been assigned to you by FishServe or the Ministry for Primary Industries.

Month and Year: Enter the month and year that you are submitting the MHR for. Enter the month in words, e.g. "June". Enter the year by adding the final 2 digits to the year so the year reads, for example, "2016".

Page ... of: Enter the page number of this page in the "Page" box. In the "of" box, enter the total number of MHR pages you are submitting for the month. For example, **Page 1 of 1** or **Page 2 of 4**.

Client Name: Enter your full legal name in this box. This name must correspond to the Client Number previously entered in this section.

Do you have any catch to report this month?: If you have no catch to report for the month, tick the "No" box and go straight to Section 4. If you have catch to report for the month, tick the "Yes" box and complete Sections 2, 3 and 4.

Section 2

Stock: Enter the species and area code of all **quota** and **non-quota** fish, aquatic life, or seaweed taken for the month.

Catch: In this column enter the quantity of catch taken for each stock you have listed in the "Stock" column. All quantities (with the exception of scallops and Foveaux Strait oysters) must be recorded in whole Greenweight kilograms. All scallop weights must be recorded in meatweight kilograms (i.e. the weight of scallops remaining when the shell has been removed and discarded). All Foveaux Strait oysters must be recorded as the number of oysters taken.

NB: You must record all quota and non-quota fish taken during the month in this section except where the destination code (as recorded in the 'Destination Type' column of your Catch Effort and Landing Return, Paua Catch Effort Landing Return, Freshwater Eel Catch Landing Return, Catch Landing Return or Netting Catch Effort Landing Return) for that fish is F, R, P, Q, D, T or X, or where fish is on board a vessel and the fishing trip spans the end of a calendar month. The Fisheries (Reporting) Regulations 2001 provide when these exceptions must be reported.

Section 3

You must record all vessels that were used to take your reported catch. If you have not used any vessels you must enter "No vessels used" in the first Name of Vessel box.

Registration Number of Vessel: Enter the Vessel Registration Number of each vessel used to take your reported catch. The registration number of the vessel is the number displayed on the vessel's Certificate of Registration.

Name of Vessel: Enter the name of each vessel used to take your reported catch. Each vessel name must be the name the vessel is registered as and must correspond to the Vessel Registration Number entered in the first column.

Section 4

You **must** read the following information about collection of personal information from individuals and the details of offences relating to supplying false information or making material omissions. When you sign this declaration, you are acknowledging that you have read and understood the information.

Collection of Personal Information from Individuals

In regard to any information being collected on Monthly Harvest Returns that is personal information, notification is hereby provided, in accordance with Principle 3 of the Privacy Act 1993, to individuals of the following matters:

1. This information is being collected for the purposes relating to the conservation and management of fisheries and fisheries resources within New Zealand and New Zealand fisheries waters, and for the administration and enforcement of the Fisheries Act 1996 and regulations made pursuant to this Act.
2. The recipient of this information is FishServe (Commercial Fisheries Services Ltd) and the Ministry for Primary Industries.
3. The agency that will collect and hold the information is FishServe (Commercial Fisheries Services Ltd) (P.O. Box 297, Wellington).
4. The collection of this information is mandatory under regulation 14(2) of the Fisheries (Reporting) Regulations 2001.
5. It is an offence under the Fisheries Act 1996 and the Fisheries (Reporting) Regulations 2001 to neglect or refuse to supply the information required, and to fail to complete and furnish any of the required information, and to make a false or misleading statement or entry of information. Penalties are set out in the Fisheries Act 1996 and the Fisheries (Reporting) Regulations 2001.
6. You are reminded that under Principles 6 and 7 of the Privacy Act 1993, you have the right of access to, and correction of, any personal information which has been provided.

Name of person making this declaration: Print the name of the person(s) who is signing the MHR. To sign this form you must be the person named in Section 1 of the form or a person who has been specified as an authorised signatory for the client named in Section 1 of the form.

Signature and Date: Sign and enter today's date in the spaces provided.

These explanatory notes are provided to explain terms used on the Monthly Harvest Return and to provide guidance on the completion of MHRs. Persons completing the MHRs should familiarise themselves with the provisions of the Fisheries (Reporting) Regulations 2001, and contact FishServe if any further clarification is required on the manner in which MHRs must be completed.