



**APPLICATION FOR FISH CULTURE FARM LICENCE**

Issued under the Fisheries (Fish Culture Farms) Rules

S/No: \_\_\_\_\_

**Important notes:**

1. This form may take you 20 minutes to complete.
2. Do read carefully the explanatory notes on page 4 before commencing to complete this form
3. All sections in this Form are to be completely filled. No entries are to be left blank. Indicate “**NA**” for Not Applicable or “**NIL**” if not provided for.

**I. Particulars of Applicant**

1. Full Name of Applicant in BLOCK LETTERS  
 (Mr / Mrs / Mdm / Miss) \_\_\_\_\_
2. NRIC No: \_\_\_\_\_ Passport No: \_\_\_\_\_  
 Colour: \* Pink / Blue For non-citizen / non-permanent resident only
3. Nationality: \_\_\_\_\_ Race: \_\_\_\_\_
4. Date and Place of Birth: \_\_\_\_\_
5. Residential Address in Singapore \_\_\_\_\_  
 \_\_\_\_\_ Tel: \_\_\_\_\_

**II. Particulars of Company**

6. Name of Company: \_\_\_\_\_
7. Registered Office Address: \_\_\_\_\_  
 \_\_\_\_\_ Office Tel: \_\_\_\_\_
8. Place of Business: \_\_\_\_\_
9. Company Business Registration Incorporation Certificate No: \_\_\_\_\_
10. Date of Registration / Incorporation: \_\_\_\_\_
11. Type of Business Organisation:
 

Sole Proprietorship	Partnership	Private Limited	Others (Specify)
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 \* Delete whichever not applicable  
 Specify: \_\_\_\_\_

**III. Details of Fish Culture Proposal**

12. \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Proposed farm area: \_\_\_\_\_ Sq m  
 (In multiple of 5,000 sq m)

13. Proposed schedule of development of fish culture farm:

Stage	Period		Details of Development
	From	To	

14. Proposed construction / structure / building to be carried out and erected in this farm in details eg specifying the dimensions of huts, rafts, platform, nets, etc. (To attach layout plan)

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15. Type of fish to be cultured and targeted harvest amount:

Type	Target Annual Harvest (No. of pieces)	Type	Target Annual Harvest (No. of pieces)

16. Projected total annual production for first 5 years:

Year	Project Production (in tones)	Percentage (%) of cages to be stocked at end of each year
1 <sup>st</sup> Year		
2 <sup>nd</sup> Year		
3 <sup>rd</sup> Year		
4 <sup>th</sup> Year		
5 <sup>th</sup> Year		

17. Source of fish fry: \_\_\_\_\_

18. Proposed Investment (in S\$): \_\_\_\_\_

19. Particulars of Partners / Workers to be registered with the farm:

Name	NRIC No	Nationality	Date of Birth	Address

**IV. Others**

20. Applicant's experience in fish culture:

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21. Any other licence owned by applicant / partners / employees in relation to fisheries:

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22. Other relevant information to support the application:

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**V. Declaration by Applicant**

I hereby declare that the above particulars given by me are true and correct to the best of my knowledge.

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Business Stamp of Company

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Signature of Applicant

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Date

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Full Name & Designation of Applicant

## Explanatory Notes

- Note 1. Any of the following persons can apply for the above licence:
- (a) Owner of a kelong or other fishing stake with a valid licence issued by the Authority;
  - (b) The sole proprietor of a company formed under sole proprietorship;
  - (c) The managing partner of a company formed under partnership;
  - (d) Any one of the Directors or Secretary of a company formed under the Companies Act or any responsible management personnel in the company authorised in writing by any of the Directors or Secretary in The Company.
- Note 2. The applicant must call personally at this office to submit this application form (duly completed) and to produce his / her Identity Card or Passport for the purpose of verifying the particulars as given in Section I. If applicant is unable to do so, he / she can authorise, in writing, a representative from his / her company to bring the completed application form together with the applicant's Identity Card or Passport to this Office. **DO NOT** send the completed application form by post.
- Note 3. Applicant shall attach to his application form the following documents, whichever are appropriate.
- (a) A photocopy of the Business Registration Certificate or a photocopy of the Application to Register a Business; or
  - (b) A photocopy of the Incorporation of Private or Public Company certificate together with a copy of the Memorandum and Articles of Association;
  - (c) A detail layout plan of the proposed fish culture farm
  - (d) Details of current financial commitments and financial statements of confirmed funding source(s);
  - (e) Other relevant documents.
- Note 4. The applicant will be informed as to whether his / her application is approved by the Authority. The applicant will commence construction of fish farm on the issue of the licence in accordance with his / her proposal given in the application. Any amendment to the approval should be referred to the Authority for approval.
- Note 5. A fee of \$850/- per 5,000 m<sup>2</sup> per annum or part thereof should be made payable by cheque or Nets to the Authority on issuing the licence which shall expire as specified. Renewal of the licence can be done a month before expiry on production of the valid old licence.
- Note 6. A security deposit of \$5,000/- for each 5,000 m<sup>2</sup> or part thereof of fish culture farm should be made payable to the Authority on issuing the licence. Alternatively, you may opt to adopt an insurance bond or a Banker's guarantee for the security deposit.

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### FOR OFFICE USE ONLY

(a) Application received, processed, checked and found correct by:	Date:
(b) Recommended / Not Recommended Signature of Recommending Officer:	Date:
(c) Approved / Rejected Signature of Approving Officer:	Date
(d) Fish Culture Farm Licence No:	Date
(e) Issuing Officer:	Date

Name of Applicant: \_\_\_\_\_

**CASH FLOW FOR 5 YEARS**

<b>1. Cash Inflow</b>	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5
a. sales					
b. other income					
<b>Total Inflow</b>					
<b>2. Cash Outflow</b>					
<b>Capital Expenditure</b>					
<b>Operating Expenditure</b>					
a. Fingerlings					
b. Fish Feed					
c. Salary					
d. others					
<b>Other Expenditure</b>					
<b>Total Outflow</b>					
<b>3. Surplus / Deficit</b>					

\_\_\_\_\_  
Prepared by\_\_\_\_\_  
Date

**1. CASH INFLOW**

This is for all income derived from the farm and as a result of farming activities, e.g. sale of fish and farm products, and other income where applicable.

**2. CASH OUTFLOW**

This is for all expenditure incurred by the farm and as a result of farming activities, e.g. purchase of capital and operating items, and other expenditure.

**A. Capital Expenditure:**

This relates to expenditure on capital items, that is, items which constitute the farm facilities and infrastructure, like farm structure, equipment (e.g., pumps, net-washers, freezers, etc.) and others (e.g., boat, vehicle, etc.). Expenditure incurred in replacing capital items should also be reflected under this heading, e.g., if pumps need to be replaced in the 5<sup>th</sup> year, then the expenses for this should be reflected in year 5.

**B. Operating Expenditure:**

This relates to expenditure on operating items, that is, items which are directly required for operating the farm, like fingerlings for stocking, fish feed, salary for staff, and other miscellaneous items, like fuel, maintenance to farm, sundries, etc.,

**C. Other Expenditure:**

This relates to expenditure which is incurred in that year, but which is not usually directly related to the operation of the farm, e.g., (where applicable) interest payment for financial loans, insurance coverage, agency fees, etc.,

**D. TOTAL OUTFLOW:**

Total outflow is total expenditure incurred by the farm and farming activities. It is derived by adding the expenditure incurred under "Capital Expenditure", "Operating Expenditure", and "other Expenditure" for each of the years concerned.

**3. SURPLUS / DEFICIT**

Surplus / Deficit is the gross profit or loss made by the farm for that year indicated. It is derived by subtracting "Cash Inflow" from "Total Outflow".