

## Requesting and Accessing Catch Records

**If you are a federally reporting fisherman**, the state cannot supply copies of VTRs. If you need copies of VTRs, please contact the federal agency that issued your federal permit. For GARFO requests, please email [NMFS.GAR.Data.Requests@noaa.gov](mailto:NMFS.GAR.Data.Requests@noaa.gov), call 978-281-9133, or fax 978-281-9161 to request your records.

**If you report by paper** to the state and need copies of your reports, please review your options below. There are now four ways commercial harvesters may obtain their catch reports with options #1 and #2 preferred.

1. The records can be provided electronically. You will need to email [dmf.stats@mass.gov](mailto:dmf.stats@mass.gov) and include a recent photo of yourself and a valid photo ID. This does not have to be a state issued ID, just a photo ID. If it is a government issued ID, license number or passport number can be redacted; DMF has access to the other information already (DOB, address). In the body of the email, you should request the years and/or months of records you seek DMF provide. DMF will then return the requested documents via email.
2. DMF can help you set up a SAFIS account in order to pull your own data. Guidance documents found ([here](#) and [here](#)) have explicit instructions on how to do so. Individuals should email [dmf.stats@mass.gov](mailto:dmf.stats@mass.gov) with a request for assistance creating the account.
3. Send a notarized request to the DMF Gloucester office (DMF Stats, 30 Emerson Avenue, Gloucester, MA 01930). Once processed, DMF will provide hard copies of the records.
4. Schedule an appointment to pick up copies at the New Bedford or Gloucester DMF field stations. Appointments will need to be made between 9AM and 3PM. You will need to bring a valid photo ID and the written request, provide staff time to print the request, and wait to obtain the requested documents. This can be done with one business day notice allowing Statistics staff to process the documents and provide them to our field staff.

**If you report electronically** to the state, please see the guidance documents for instructions on how to extract your data from SAFIS.

- How to download your raw data: [here](#)
- How to summarize data using SAFIS: [here](#)

*Further assistance can be requested by emailing [dmf.stats@mass.gov](mailto:dmf.stats@mass.gov) or calling or leaving a voicemail for DMF Statistics staff at 978-282-0308 (press 2). Please include your name, permit number, phone number, and a short message regarding your questions. Calls and emails generally will be returned within one business day.*