



**Byelaw 3: Commercial Cockle and Mussel Permit Waiting List Form**  
Once complete return by post to 1, Preston Street, CARNFORTH, Lancashire, LA5 9BY  
or Submit via Email: [office@nw-ifca.gov.uk](mailto:office@nw-ifca.gov.uk)  
**Form B3W for waiting list applicants ONLY**

**1. Your Details**

Please provide your contact details. You must inform us if your contact details change. Failure to do so will prevent us from contacting you with an offer of a permit.

**1a. First Name**

**1b. Surname**

**1c. Address (including postcode)**

**1d. Telephone Number**

**1e. Mobile Number**

**1f. Email**

**1g. National Insurance Number**

<input type="checkbox"/>	Tick the box to confirm that you have a National Insurance Number
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**4. Your Signature**

By signing, you declare that you wish to join the Byelaw 3 permit waiting list and that the information you have supplied on this form is correct.

**4a. Signature**

**4b. Date**

**FOR INFORMATION:**

You are advised to retain proof of postage when sending this form.

You will be sent written confirmation of being placed on the waiting list. If you do not receive written confirmation within 20 working days of submitting your application please contact the Carnforth Office via email at [office@nw-ifca.gov.uk](mailto:office@nw-ifca.gov.uk) or by telephone on 01524 727970.

Providing information that is inaccurate or untrue will result in removal from the waiting list.

## Privacy Notice

### Who are we?

North Western Inshore Fisheries and Conservation Authority (North Western IFCA) was formed in 2011 to manage the sustainable exploitation of sea fisheries resources within the North Western IFCA district. The district spans from the Welsh Border in the Dee Estuary to the Scottish Border in the Solway Firth. The area covered includes coastal Council landward areas and sea areas up to 6 nautical miles off shore.

### What legal reason is my data processed for?

We have a duty to manage the sustainable exploitation of inshore fisheries resources and to create and enforce byelaws under the Marine and Coastal Access Act 2009. In order to manage the systems established in Byelaw 3 we need to process your personal data.

### What will my information be used for?

Your information will be used to administer your entry on the Byelaw 3 permit list.

### Will my information be shared with any third party?

We only disclose the information provided in this application form to other statutory agencies or organisations for the prevention and detection of crime.

### How is my information held?

Your physical application form and supporting will be held under lock and key.

A digital copy of the information provided is held on the North Western Inshore Fisheries and Conservation Authorities storage that is hosted by the Lake District National Park Authority.

### How long will my information be held for?

Your waiting list application form will be destroyed either:

- 1) After the issue of a full Byelaw 3 Permit.
- 2) 7 Years after an offer of a permit expired.
- 3) When you formally withdraw you application.

### Who do I contact about the information you hold?

If you would like to access any of the information we hold about you or you have concerns regarding the way we have processed your information please contact:

By post: Dr Stephen Atkins, NWIFCA, 1 Preston Street, Carnforth, LA5 9BY

By email: [office@nw-ifca.gov.uk](mailto:office@nw-ifca.gov.uk)

If you wish to raise a complaint, we would prefer any complaints to be made to us initially so that we have the opportunity to see if we can put things right.

If you are unhappy with the way we have processed your information or how we have responded to your request to exercise any of your rights in relation to your data, you can raise your concerns direct with the Information Commissioner's Office.