



SMITH STAG, LLC

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Fishing General Request List

Following is a general list of documentation you should begin gathering in preparation of filing your claim. Please make a note of any of the below listed documents for which you do not keep records.

1. Your estimated loss of revenues for the period of claim submission and the upcoming month
2. Detailed list of additional expenditures incurred related to oil spill mitigation/cleanup to be claimed for this period of submission (these expenditures need to be segregated from ordinary operating expenses)
3. Statements on how the spill has led to loss of income or earnings capacity; explain earning anomalies
4. Back up copy of software, if available (e.g., QuickBooks or Peachtree)
5. Monthly Profit and Loss statement for 2008 through the present
6. Note agreement on new loans obtained since the oil spill to assist in daily operations. Daily sales journals for 2008 through the present
7. Sales receipts/tickets for 2008 through the present
8. 2010 Budget, if available
9. Any insurance claims the claimant may have already filed for business interruption
10. Social Security number or Employer Identification number
11. Fishing license & state of issuance
12. Copy of Vessel registration
13. Federal income tax returns from 2005 to 2009 with supporting schedules
14. Copy of your photo identification
15. If you are a deckhand/non-owner then in addition to the above items you will need to obtain:
 - A. written & signed letter from the captain stating:
 - i. deckhand worked on the boat
 - ii. fishing license and vessel registration [even though already submitted above]
 - iii. name and contact information of the captain