Virginia Department of Wildlife Resources
Application for Virginia State Record Fish

Angler Information

Angler's Name (Print): _____ Date of Birth: _____

Driver's License #: _____ Fishing License #: _____

Address: _____

City, State and Zip Code: _____

Phone: Home – _____ Cell – _____ Email: _____

Fish Information

Species: _____ Weight: _____ lbs. _____ oz(s).

Length (inches): _____ Girth (inches): _____

Date caught: _____ Name of waterbody where caught: _____

How was the fish captured: Spinninig/Ca _____ Fishing line pound test: _____

Name of bait, lure, or archery equipment: _____

Certification Information

Location and phone # were fish was officially weighed: _____

Date fish was officially weighed: _____

Type of scale used: _____ Scale serial #: _____

Is scale certified for trade: No Smallest increment measured on scale: _____

Department employee witness for weigh-in (print): _____

Department witness address: _____

Department witness signature: _____ Date: _____

Department Biologist verification name (print): _____

Department Biologist signature: _____ Date: _____

I hereby affirm the above information is to the best of my knowledge, true and correct and that the taking of this fish described above was within the state of Virginia under the Department's rules for state record certification.

Angler's Signature: _____ Date: _____

All above information must be filled and the document signed by all parties for a valid application. The application and pictures can be submitted through email to fisheries@dwr.virginia.gov with the subject **State Record Fish Application** or by mail to Virginia Department of Wildlife Resources, Attention: Fisheries Division, P.O. Box 90778, Henrico, VA 23228-0778

Rules for Certifying a State Record Fish

1. The fish must be caught in Virginia waters with rod, reel, line and hook held in hand, or with archery tackle where legally permitted. The angler must identify the specific water from which the fish was caught.
2. Although more than one angler may participate in catching a potential state record fish, only one applicant will be considered as the official record holder. Anglers should be aware, however, that world records are only granted for fish that are hooked and fought by one individual without assistance.
3. A Department employee must witness the official weighing. Only the weight observed by the Department employee will be used to certify the fish. The fish must be unfrozen, in whole condition and be made available to the Department employee for thorough examination. The fish may also be made available to the Department employee for further examination if deemed necessary by the Department representative.
4. The species of fish must be confirmed by a Department Fish Biologist who must inspect the fish in whole condition. This verification process can be accomplished subsequent to the weighing if the Department witness is not a fish biologist. Fish can be frozen during the time between the weighing and verification if warranted but must be thawed before the biologist verification.
5. An Application for State Record Fish must be submitted within 60 days of the catch. A clear, side view photograph of the fish (preferably with the angler included in the photo) and a picture of the weighing scale certification tag must accompany the application. No picture of the scale certifications tag is required for fish weighed on Department of Wildlife Resources (DWR) scales.
6. Weighing scales must be appropriate to the size of the fish and be certified for legal commercial trade by the Virginia Department of Agriculture and Consumer Services, Bureau of Weights and Measures or scales owned by the Department of Wildlife Resources that have been tested for accuracy by certified Department weight sets. Fish under 25 pounds must be weighed on a scale capable of weighing to the ounce. Fish over 25 pounds should be weighed on scales having no greater graduations than one-half pound. Whenever scales of 8 ounce graduations are used, the fish weight will always be rounded down to the nearest one-half pound.
7. Any potential state record fish found to contain artificial food or non-food items in the stomach will not be recognized for a new record.
8. No fish caught within the boundaries of, or directly influenced by, a public or private aquaculture facility or private fee fishing area will be recognized as a state record.
9. If there is reasonable doubt regarding any aspect of the application it may be rejected.
10. One appeal to the State Record Fish Committee's decision may be made within 60 days of notification. The appeal must be in writing to: Chairman, State Record Fish Committee, P.O. Box 90778, Henrico, VA 23228

Department Contact Information

To certify a state record fish during normal business hours (M-F, 8am-5pm), please contact the closest regional office (see location below). During weekends, holiday, or after hours, contact the Department dispatch at (800) 237-5712. If you have questions about the program, please contact Johnathan Harris at (804) 305-8940.

Regional Office Numbers

Charles City:	(804) 829-6580	Forest:	(434) 525-7522
Marion:	(276) 783-4860	Verona:	(540) 248-9360