



March 2024

Dear Alaska Sport Fishing Charter Business Owner and/or Guide,

You are receiving this letter because you were a registered sport fishing charter business owner or guide in 2023. I am writing to remind you of our requirements in 2024 and to inform you of some recent updates to the program and registration process.

REMEMBER

- Saltwater charter activity must be reported to ADF&G using an ADF&G paper or electronic logbook (eLogbook).
- Saltwater charter activity in Southeast Alaska must be reported using the eLogbook.
- Certify your trips! By law, paper logbooks and eLogbooks must be finalized and certified prior to offloading fish or clients (if no fish were caught).
- All charter businesses, guides, and vessels engaged in charter fishing must be registered with ADF&G, regardless of water type. Freshwater vessels must be registered!

REGISTRATION

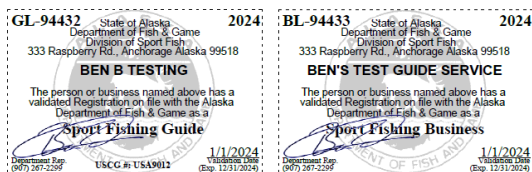
Who needs to register?

All businesses, guides, and vessels engaging in guided sport fishing activity in salt or fresh waters must register in 2024. Registration is free of charge in 2024.

How can I register as a business or guide?

| Method | Processing Time (registration received within): |
|---|--|
| Online via the Online Store | 3 business days |
| By Mail via the Renewal Application | 21 business days |
| In Person at any ADF&G Office | 3 business days. 14-day temp number issued immediately |

For additional information please refer to the [ADF&G sport fishing guide website](#).



Note: Guide and Business registration cards are *emailed* within 3 or 21 business days depending on the method of registration. Please print your card and carry it with you. Cards are not valid until you print them. Retain the email for re-prints if you lose or damage your copy. Owner-operators can register their business and register as a guide simultaneously by using a COMBINATION registration application.

How can I register my vessels?

| Method | Notes |
|-------------------------------|--|
| In Person at any ADF&G Office | Done by filling out logbook sign-out and vessel registration sheet in paper logbook. Year stickers and vessel decals (if needed) are issued when logbooks are signed out. |
| eVessel Registration | Done through the review application of the Electronic Logbook. Year stickers, vessel decals, and paper logbooks can be picked up in person or mailed directly to operators. 14-day temp vessel registrations are provided. |

Note: Operators in Southeast Alaska will only be issued one backup paper logbook per vessel.

If you have questions or need help with registering, please contact:

ADF&G Guide Registrations:

Anthony Severson

907-267-2369

anthony.severson@alaska.gov

WHILE ON THE WATER

What do I need to carry with me while guiding? *Do not operate until you have received the materials below*

| Carry With You | Notes |
|---|---|
| Logbooks/eLogbooks 5 AAC 75.075(g)(1)(B) | Only needed while guiding in saltwater (freshwater logbook program ended in 2019) |
| Vessel Registration | Required for both freshwater and saltwater. Always carry your registration paperwork with you and have the correct year stickers and ADF&G decals affixed to both sides of the vessel. |
| Guide Registration | Must be printed and carried with you. Cards are not valid until you print them. |
| Business Registration | Guides must carry a current physical (printed) copy of the business registration for the guide's employer. The vessel must be registered to this business. |
| Sport Fishing Licenses and Permits 5 AAC 75.075(g)(5) | Guides must carry a valid State of Alaska sport fishing license and must ensure their clients possess a valid sport fishing license or harvest card for any trips in salt or freshwater. Also, any permits, tags, stamps or permits for the fishery. |
| Identification | Guides and clients must carry a valid state/federal ID that matches their registration information. |

SALTWATER LOGBOOK & eLOGBOOK REPORTING

Who needs to report?

| Region | Saltwater | Freshwater |
|--------------|---------------------------|------------|
| Southeast | eLogbook ONLY | None |
| Southcentral | Paper OR* eLogbook | None |
| Southwest | Paper OR* eLogbook | None |
| Interior | N/A | None |

***NOTE: Beginning in 2025 all saltwater charter activity in Alaska must be reported using the eLogbook.**

Paper logbooks are now available at all ADF&G offices.

eLogbooks can be sent to any business that needs them. For assistance with getting set up or for technical support please contact:

Ben Jevons:
907-267-2299
ben.jevons@alaska.gov

Kayla Buster:
906-267-2337
kayla.buster@alaska.gov

eLogbook FAQs:

HOW does the eLogbook work?

The “eLogbook” is the name given to two web-based applications that work together to allow operators to record, report, and submit saltwater trip activity.

Review Application: Designed for **business** owners, this link requires internet connection and is used to review, edit, and summarize trip data. You will have access to all charter activity for your business back to 2017. Prior year information is available by submitting a data request form available [here](#).

Entry Application: Designed for **guides**, this link does not require consistent internet connection and is used to record and submit trip data.



Internet connectivity is **not needed while operating**. You can record trip data offline and upload it when you get back into reception range.

WHO can/must use the eLogbook?

Anyone can use the eLogbook, but Southeast operators are required to in 2024. In 2025 eLogbooks will be mandatory statewide. We recommend trying the eLogbook in 2024 to familiarize yourself with the applications.

WHAT does the eLogbook do?

The eLogbook collects the same information as the paper logbook in an electronic format. All information collected in the eLogbook is the same as in the paper logbooks.

WHEN do I have to submit eLogbook data?

You are still required to upload your trips according to the weekly submittal schedule. However, we suggest uploading as often as possible to avoid potential data loss.

WHERE is my copy of my trip?

Trip data can be viewed in the Entry app for 14 days after uploading on the device it was uploaded from. After that time, you must sign into your Review app to view trip data.

WHERE can I learn more?

ADF&G will host an annual webinar series to train operators on eLogbook use, and to answer any questions. We are also available for questions by phone and email.

WHY are we going electronic?

For ADF&G: Electronic reporting dramatically reduces data processing time and errors, providing critical fisheries data faster and more efficiently to management staff.

For industry: eLogbooks are quicker, more efficient, and provide you access to your own data.

HOW does halibut certification work in the eLogbook?

Halibut harvested in IPHC area 2C or 3A must be certified by the angler. When halibut harvest is added to the eLogbook under an angler, a **green button** labelled “Certify Angler” will pop up. Anglers will check that they certify this harvest, then type their initials.

CAN I use a paper logbook and enter trips into eLogbook later?

You will be issued **one** paper backup logbook per vessel. You may use this to record your trips while on the water and enter them into the eLogbook later. However, we recommend carrying your paper backup logbook in the event of technical difficulty. You will only have 50 pages in the backup, so you will be limited by the number of pages.

If you do encounter issues, contact ADF&G at 907-267-2299 or 907-267-2337 within 24 hours.

How do I transcribe halibut harvest?

If you harvest halibut and transcribe your trip from paper to an eLogbook, **do not** enter the angler's initials. Instead, enter the initials of the guide for the trip to indicate a transcription occurred. Please retain paper records for two years per federal regulations.

OTHER HELPFUL INFORMATION FOR 2024

Do I need to register if taking clients crabbing and shrimping?

If you are guiding in the Personal Use fishery only, no you do not.

If you are guiding anglers in shellfish harvest under sport regulations, yes. Per [5AAC75.075\(e\)](#) and owner must register before providing sport fishing services. These are defined in [5AAC75.995\(43\)](#) and includes “providing assistance, for compensation or with the intent to receive compensation, to a person engaged in sport fishing in taking or attempting to take fish or shellfish [...]”

Do I need to fill out crab and shrimp harvest in a logbook or eLogbook?

No, currently you do not need to report this harvest to ADF&G. However, if you set shellfish gear while on a trip engaged in other guided sport fishing activity, then you must report that trip as usual. Do not count soak time as hours fished. Record the location, hours, and harvest for the sport fishing activity, as usual.

Shellfish can be reported in the eLogbook, but these species are listed as **optional harvest**. If you choose to record shellfish-only trips for your own records, please let us know by contacting:

Ben Jevons:
907-267-2299
ben.jevons@alaska.gov

Kayla Buster:
906-267-2337
kayla.buster@alaska.gov

Note: These regulations may change in 2025, so it is important to stay informed. Reach out to us if you intend to operate shellfish charters.

Do I need a logbook if I fish from shore?

Yes. Shore fishing is considered guided fishing, even if no vessels are used in transport to and from the location. If you provide guide services to anglers fishing from shore in saltwater, you must fill out a paper or eLogbook depending on your location.

Thank you for your ongoing support of fisheries management in Alaska. We hope you have an excellent season.

Regards,



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