



# 2013 SPORT FISH BUSINESS OWNER/ GUIDE LICENSE APPLICATION

Alaska Department of Fish and Game / Division of Sport Fish - RTS  
333 Raspberry Road, Anchorage, Alaska 99518-1565  
Telephone: (907)267-2369 or (907)267-2390  
<http://www.adfg.alaska.gov/index.cfm?adfg=prolicenses.sportfishguides>

License # \_\_\_\_\_

This TEMPORARY LICENSE is good for 21 business days from date signed by ADFG Representative

### FEES CHECK ONE: All fees are nonrefundable

- \$50.00 Guide Only License
- \$100.00 Business Only License
- \$100.00 Combined Business/Guide License\*  
*\*An agent for this business cannot apply as a guide on a combination license*
- \$50.00 Guide Only Upgrade to Combination Business/Guide License

### METHOD OF PAYMENT:

- Check # : \_\_\_\_\_  
Make checks payable to "State of Alaska"
- Money Order # : \_\_\_\_\_
- Cash (Anchorage, Juneau, Fairbanks offices ONLY)
- Credit Card (Anchorage, Juneau, Fairbanks offices ONLY)

APPLICATION  
MUST BE  
STAMPED BY  
ADF&G TO BE  
VALID

## INSTRUCTIONS TO COMPLETE FORM ON REVERSE

### SECTION A: ALL APPLICANTS COMPLETE THIS SECTION

Name of Business Owner or Guide: \_\_\_\_\_  
Last First MI

Permanent Mailing Address : \_\_\_\_\_  
PO Box or Street Address City State Zip

Telephone Number: ( ) \_\_\_\_\_ In season Telephone Number: ( ) \_\_\_\_\_

Mail License Here: \_\_\_\_\_  
(if different than above) PO Box or Street Address City State Zip

### SECTION B: TO BE FILLED OUT BY THE BUSINESS OWNER OR THEIR AGENT

#### BUSINESS INFORMATION:

Name of Business: \_\_\_\_\_

Name of Business Owner: \_\_\_\_\_

State of Alaska Business License Number: \_\_\_\_\_ Expiration Date: Mo/Date/Yr

#### INSURANCE: See detailed insurance requirements on back.

Name of Insurance Company: \_\_\_\_\_

Policy/Binder #: \_\_\_\_\_ Effective Dates: From: \_\_\_\_\_ To: \_\_\_\_\_

*Remember to get a logbook for your business at the nearest ADF&G office prior to commencement of guiding activities!*

### SECTION C: TO BE FILLED OUT BY GUIDE OR THEIR AGENT

Are you a citizen of the United States, Canada, Mexico or a resident alien? Yes  No

Basic First Aid Information: Certifying agency: \_\_\_\_\_ Exp. Date: Mo / Yr

2013 Alaska Sport Fishing License # : \_\_\_\_\_ Date of Birth: Mo/Date/Yr

#### U.S. COAST GUARD OPERATOR'S LICENSE: (See explanation on back)

Do you plan to operate a motorized vessel in Navigable Waters? Yes  No  **If yes, complete the next line.**

U.S.C.G. License # or Merchant Mariner Credential Doc #: \_\_\_\_\_ Exp.Date: Mo/Date/Yr

#### SIGNATURE OF BUSINESS OWNER/AGENT or GUIDE:

I hereby certify that all information is true and correct and that I understand this information is subject to public disclosure. (NOTE: Making a false statement or omitting a material fact, is subject to a maximum penalty of \$10,000 or 1 year imprisonment, or both, per AS 11.56.210.)

\_\_\_\_\_ Circle one: Applicant or Agent Date: \_\_\_\_\_

This temporary license must be signed and stamped by an ADF&G employee and in your possession before guiding activities begin.

Name of ADF&G Representative (print): \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Place of Issue: \_\_\_\_\_



# INSTRUCTIONS FOR THE 2013 SPORT FISH BUSINESS OWNER/GUIDE LICENSE APPLICATION

**Attention:** *The following will apply without exception:*

1. All applicable sections of the license application must be complete and legible prior to ADF&G validation. No “pending”, “unknowns,” or blanks will be accepted.
2. Incomplete license applications will be returned resulting in a processing delay.
3. A signature is required.
4. This is a license application only. A post card sized annual license will be mailed within 21 business days.
5. There may be requirements by other state and federal agencies to operate as a guide in Alaska.

## **INSTRUCTIONS:**

**SECTION A:** ALL applicants must complete this section.

**SECTION B: BUSINESS OWNER OR THEIR AGENT:** Complete this section if you are the owner/agent of the sport fishing business. This section should be filled out even if the owner does not intend to personally guide clients. An agent for this business **CANNOT** apply as a guide on the same application. A separate license application must be submitted.

**LIABILITY INSURANCE REQUIREMENT:** General liability or marine protection that covers at least \$100,000 for each incident and \$300,000 for all incidents in a year. Insurance must cover **ALL** periods of time when the owner or owner’s employees are providing sport fishing services to clients. Insurance must be current, **NOT** pending.

### **IMPORTANT NOTICE TO BUSINESS OWNERS**

State regulation (5 AAC 75.075) requires that all operators providing sport fishing guide services in Alaska must apply annually for a license with the Department of Fish and Game **before** guiding services begin. Business owners are required to register all charter vessels with ADF&G and acquire a logbook prior to commencement of guiding activities. *Guides hired by an operator must be provided with a copy of the ADF&G business license to have in their possession while guiding.*

**SECTION C: GUIDES:** Complete this section if you intend to guide for a sport fish operation owned by someone other than you or if you are the business owner who also intends to guide (owner/operator).

**U.S. COAST GUARD OPERATOR’S LICENSE:** A licensed sport fish guide **must** have, at minimum, a Limited OUPV for Western Waters in Alaska or 6-pak U.S.C.G. operator’s license in their possession while operating a motorized vessel with clients or transporting clients in a motorized vessel on navigable waters. Navigable waters are determined by the U.S. Coast Guard (907) 271-6700.

**Note:** Effective April 20, 2009 the U.S.C.G. began issuing the Merchant Mariner Credentials (MMC). Applicants must provide their U.S.C.G. license number, expiration date and date of birth (DOB).

### **IMPORTANT NOTICE TO GUIDES**

State regulation (5 AAC 75.075) requires that all licensed guides providing sport fishing guide services in Alaska must apply annually for a license with the Department of Fish and Game **before** guiding activities begin.

### **WHAT A GUIDE MUST HAVE IN POSSESSION WHILE GUIDING**

A sport fish business owner or guide should be able to present all documents required for licensing upon request by a representative of the department of fish and game, or any peace officer of the state. While engaged in providing sport fishing guide services, a sport fishing guide shall have the following readily available for inspection:

- A current sport fishing guide license;
- A copy of the current ADF&G sport fishing business license of the guide’s employer;
- A current Alaska sport fishing license, tags, stamps or permits that are required to engage in the sport fishery for which the guide services are providing;
- An identification card issued to the sport fishing guide by a state or federal agency that bears a photo of the sport fishing guide.