



# 2016 SPORT FISH BUSINESS OWNER/GUIDE REGISTRATION 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) 267-2299  
<http://www.adfg.alaska.gov/index.cfm?adfg=prolicenses.sportfishguides>

**Registration #  
TO BE ASSIGNED**

### CHECK ONE:

- Guide Only Registration**
- Business Owner Registration**
- Combined Business/Guide Registration\***

*\*An agent for a business cannot apply as a guide on a Combined Business/Guide Registration.*

*Complete this renewal registration application, and return it to the Anchorage Fish & Game address located at the top of this form. Allow 21 business days for processing.*

## INSTRUCTIONS ON BACK OF FORM

### 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 Card Here: \_\_\_\_\_  
(If different than permanent) PO Box or Street Address City State Zip

Email (optional): \_\_\_\_\_

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

#### **BUSINESS INFORMATION:**

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

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

*\*Remember to get logbooks for your business at the nearest ADF&G office prior to commencement of guiding activities.\**

### SECTION C: TO BE COMPLETED BY THE GUIDE OR THEIR AGENT

**2016** Alaska Sport Fishing License #: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

#### **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.)

**You are not allowed to operate until you receive your 2016 Registration Card**

X \_\_\_\_\_ **Circle one:** Applicant or Agent Date: Mo/Date/Yr



# INSTRUCTIONS FOR THE 2016 SPORT FISH BUSINESS OWNER/GUIDE RENEWAL REGISTRATION APPLICATION

*The following will apply without exception.*

1. All applicable sections of the registration application must be complete and legible prior to ADF&G validation. No “pending,” “unknowns,” or blanks will be accepted.
2. Incomplete registration forms will be returned, resulting in a processing delay.
3. A signature is required.
4. This is a registration application only. Your wallet-sized registration card will be mailed within 21 business days.
5. There may be additional state and federal requirements to operate as a business or guide. It is your responsibility to determine what those requirements are.

**Do NOT operate without your registration card.**

## 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 registration must be obtained.

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

State regulation (5 AAC 75.075) requires all business owners providing sport fishing guide services in Alaska to register 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 must have a copy of the business owner's ADF&G business registration 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 a business owner who also intends to guide (owner/operator).

### **IMPORTANT NOTICE TO GUIDES**

State regulation (5 AAC 75.075) requires all guides providing sport fishing guide services in Alaska to register 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 registration upon request by a representative of the Department of Fish and Game, peace officer of the state, or law enforcement representative of the National Marine Fisheries Service. While engaged in sport fishing guide services, a sport fishing guide shall have the following readily available for inspection:

- a current sport fishing guide registration;
- a copy of the current ADF&G sport fishing business registration 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 being provided;
- an identification card issued to the sport fishing guide by a state or federal agency that bears a photo of the sport fishing guide.