

# 2015 Freshwater Sport Fish Guide Logbook and Vessel Registration

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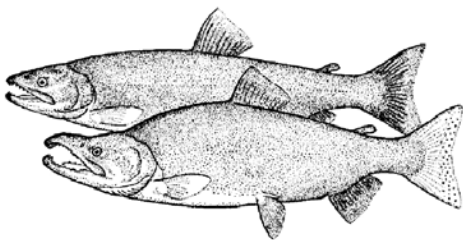
LOGBOOK NO.

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BUSINESS NAME

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ADF&G BUSINESS OWNER'S REGISTRATION NO.



*Please follow the instructions carefully  
as they may have changed.*



State of Alaska Department of Fish & Game  
Division of Sport Fish

## LOGBOOK INSPECTION

This logbook must be presented for inspection, upon request, to any representative of the Department of Fish and Game or peace officer of the state.

<b>Monday to Sunday Activity During the week of:</b>	<b><u>Postmarked or Received</u> by ADF&amp;G (Mondays):</b>
January 1 – April 5	April 13
April 6 – April 12	April 20
April 13 – April 19	April 27
April 20 – April 26	May 4
April 27 – May 3	May 11
May 4 – May 10	May 18
May 11 – May 17	May 26
May 18 – May 24	June 1
May 25 – May 31	June 8
June 1 – June 7	June 15
June 8 – June 14	June 22
June 15 – June 21	June 29
June 22 – June 28	July 6
June 29 – July 5	July 13
July 6 – July 12	July 20
July 13 – July 19	July 27
July 20 – July 26	August 3
July 27 – August 2	August 10
August 3 – August 9	August 17
August 10 – August 16	August 24
August 17 – August 23	August 31
August 24 – August 30	September 8
August 31 – September 6	September 14
September 7 – September 13	September 21
September 14 – September 20	September 28
September 21 – September 27	October 5
September 28 – October 4	October 12
October 5 – October 11	October 19
October 12 – October 18	October 26
October 19 – October 25	November 2
October 26 – November 1	November 9
November 2 – November 8	November 16
November 9 – November 15	November 23
November 16 – November 22	November 30
November 23 – November 29	December 7
November 30 – December 6	December 14
December 7 – December 13	December 21
December 14 – December 20	December 28
December 21 – December 27	January 4, 2016
December 28 - December 31	January 11, 2016

## 2015 Freshwater Sport Fish Logbook Sign-Out

### Sport Fish Business Information

**Must have a current ADF&G Business Registration Number**

\_\_\_\_\_  
Name of person to whom this logbook was issued

\_\_\_\_\_  
Sport fishing business name

\_\_\_\_\_  
ADF&G registration number of business (not "guide only" registration)

\_\_\_\_\_  
Contact phone number



Are you going to use a vessel while providing sport fishing guided services in freshwater?

No  Yes  (If yes, list vessels on pg. iii)

### Instructions to ADF&G Representative

Please forward the white copy of this form to:

Sport Fish Research & Technical Services  
333 Raspberry Rd., Anchorage, AK 99518

ADF&G area offices will keep the pink copy of the  
sign-out sheet on file

Do NOT issue a logbook unless the applicant has the following:

- 2015 ADF&G Business Registration;
- Current AK Boat Number issued by DMV or current USCG Vessel Documentation number, if applicable.

None of the required information can be "pending."

This form must be complete and accurate to the best of your knowledge. Incomplete forms will be returned to you for follow-up and completion, resulting in a processing delay.

DID YOU PROVIDE A SITE CODE LIST? YES  NO

\_\_\_\_\_  
ADF&G REPRESENTATIVE (PRINT)

\_\_\_\_\_  
AREA OFFICE

\_\_\_\_\_  
DATE OF ISSUE



## 2015 Freshwater Sport Fish Logbook Instructions

### **VESSEL REGISTRATION**

The following applies to all powered and non-powered vessels being used to conduct sport fishing guided activities:

- Must be currently licensed with the Alaska Division of Motor Vehicles (DMV) and hold a current AK Registration number or hold a current U.S.Coast Guard (USCG) Vessel Documentation number.
- Must be registered with the Alaska Department of Fish and Game (ADF&G) and display an ADF&G vessel decal with the current year tag.
- Vessels borrowed or purchased in-season must adhere to the above criteria and display ADF&G sport fish guide vessel decals.

Upon registration, each vessel is issued two charter vessel decals and current year tabs.

See page iii for instructions on vessels that are added midseason.

### **VESSEL DECALS/YEAR TABS**

One set of ADF&G decals will be issued per registered vessel. Decals must be displayed and visible on each side of the vessel. Decals do not have to be applied directly to the hull of the vessel. Decals can be adhered to wood, fiberglass or plexiglas® which in turn is secured to each side of the vessel. Decals can be transferred from one vessel to another, as long as the receiving vessel has a current AK registration number from DMV or a USCG documentation number and has been registered with ADF&G. Decals are designed to withstand several years of use. Annual tabs will be issued as vessels are registered. Annual year tabs are to be adhered directly to the decal in the designated area.

### **RESPONSIBILITY OF BUSINESS OWNER & GUIDE**

It is the responsibility of the guide to ensure that daily trip activity is accurately recorded as described on page v - vii.

It is the responsibility of the ADF&G registered business owner to ensure that all data for fishing activities from January 1, 2015 through December 31, 2015 is submitted to ADF&G according to the schedule on the inside of the front cover.

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

While engaged in providing sport fish guide services, a sport fishing guide shall have the following readily available for inspection upon request of a representative of the Department or a peace officer of the state:

- a current ADF&G sport fishing guide registration;
- a copy of the current ADF&G sport fishing business owner's 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 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 (e.g. driver's license);

There may be additional requirements by other state and federal agencies (e.g. USCG). It is your responsibility to determine what those requirements are.

## 2015 Freshwater Sport Fish Logbook Instructions (Cont'd)

### WHEN TO COMPLETE A LOGBOOK

Logbook pages must be completed at the end of each day of fishing or at the end of each trip within a day as described below through the last trip of the season.

The guide that leads the trip is required to complete logbook pages per the schedule described below.

### VESSEL USED

#### Returning to a lodge, camp, dock or mooring location:

Complete the logbook before offloading any fish from the vessel. If no fish were kept, complete the logbook before offloading any clients.

#### Returning to a boat ramp, launching site, or other client drop off location:

Complete the logbook before the vessel or guide departs the launching /landing site AND before offloading any fish from the vessel.

If no fish were kept, complete the logbook before the guide departs the launch/landing site.

### NO VESSEL USED

#### Aircraft, highway vehicles, walk-in, ATVs, etc.

Complete the logbook before the guide leaves the fishing site. Fishing site is defined as the location where the fishing activity took place. Refer to the list of unique freshwater site codes provided with the logbook.

### MULTIPLE TRIPS PER DAY

Each trip of multiple trips in a day should be logged on a separate logbook page. Complete the logbook at the end of each trip, as described above.

### MULTIPLE DAY TRIPS

Complete the logbook at day's end for each day of the trip. Use a separate logbook page for each day of the trip.

### MULTIPLE SITES FISHED

If multiple sites were fished on the same day, write down each site fished prior to leaving that fishing site per the instructions above. Each site would have the same date and would require a new logbook page. This includes those river systems containing multiple and unique site code numbers.

### RETURN THE LOGBOOK PAGES WEEKLY

Fishing activity that occurs prior to April 6, 2015 is due to ADF&G by April 13, 2015; all activity, thereafter, must be received by ADF&G offices EVERY WEEK as detailed in the schedule provided on the inside of the front cover of this book.

For fishing activity that occurs in the early winter of 2016, please call the local ADF&G office for logbook instructions if the 2016 logbooks are not yet available.

All 2015 logbook data must be received by January 15, 2016.

*PINK COPIES OF THE LOGBOOK PAGES ARE TO  
REMAIN IN THE LOGBOOK.*

2015 Freshwater Sport Fish  
**Logbook Instructions (Cont'd)**

**LOGBOOK ASSIGNMENTS/TRANSFERS**

Logbooks are issued to individual registered businesses. Due to the variety of ways that freshwater businesses conduct operations, the number of logbooks issued to a unique business will vary.

The business owner or their representative must determine how many logbooks that business will be required to have in order to comply with the recording requirements outlined in the instructions. For example, an operation that conducts business from a lodge with 6 guides may need more logbooks than a single business owner/guide with one vessel that is trailered.

A logbook is assigned by ADF&G to the business; the business owner can distribute individual logbooks to a vessel or to a guide. It is up to the discretion of the business owner to distribute logbooks to employed guides in any manner that facilitates the timely recording of trip information as described previously in the instructions.

Remember: it is the responsibility of the guide to complete daily trip activity in the logbook. It is the responsibility of the business owner to ensure that all data is submitted to ADF&G in a timely manner.

2015 FRESHWATER SPORT FISH GUIDE

**How to Fill Out the Logbook**

**ADF&G Sport Fish Guide Registration Number** - The current guide registration number issued by ADF&G to the guide for a specific year. Only one guide registration number should appear on each logbook page.

**Date Fished**- The date for each trip taken. If multiple trips to multiple different fishing sites were taken on the same day, that date and unique trip information would appear on as many logbook pages as there were unique trips. Although the date would be the same, client information and trip specifics may differ. If there were more than six clients, continue on a separate logbook page with the trip information and individual angler license information carried over to the new page.

**River/Stream/Lake (Specify)** - The name of the site where fishing activity occurred.

**Site Code** - Refer to the site code list provided with the logbook for the site code associated with the river, stream or lake where fishing activity occurred. Write the site code down as it appears on this list. If no site code exists for your fishing site, use the code for Other Streams or Other Lakes.

**Page Number** - On each logbook page, record the page no. if multiple pages were necessary to fit in all the client information. Note the total no. of pages used for the trip.

**Other Species Write-In** - On the line denoted with an \*, write in the name of the "other" species kept or released. Use the last blank column on the right to record this "other" species of fish as long as it does not already have an existing column. If more than one "other" species is kept or released, use an existing column, cross out the existing species of fish not present at this fishing site and write in the name of that second species.

Once a species has been written in, that column becomes dedicated to that species for the remainder of that logbook page.

**Examples of Other Species:** pink (or humpy) salmon, chum (or dog) salmon, burbot, and whitefish.

## 2015 Freshwater Sport Fish How to Fill Out the Logbook (cont'd)

**Residency** - In the columns to the left of each sport fish license number, circle:

- R for Resident or N for Nonresident.

**Sport Fish License Number** - Record the current Alaska Sport Fishing License number, resident PID (permanent license number) or DAV (disabled AK veteran license number) of each client, comped angler, and crew that fished. A “comped” angler is an angler who is not paying for this charter; it can include family, friends or other acquaintances.

Record anglers under 16 years of age as “**Youth angler 1 (YA1), Youth angler 2 (YA2)**” etc., uniquely identifying them as 1, 2 or 3 for as many as fished on each trip.

Record the license number of those clients that actively fished during any part of the trip regardless of whether they caught anything. Use one line per angler, recording the license number and all activity on that line.

**Crew Status and “Comped” Anglers** should be noted to the right of each angler sport fish license number, if applicable, circle:

- X if angler is “Comped” (nonpaying) or
- C if angler is the guide or a Crew member

### RECORDING SALMON AND OTHER SPECIES

**Fish Kept & Released** - Record the total number of fish kept (K) in the white row and released (R) in the gray row by each angler during that trip. Each angler’s license number has a dedicated line assigned on each logbook page. If the same angler goes on more than one trip on the same day, that angler’s license number will appear on as many logbook pages as were used.

### PROXY FISHING INSTRUCTIONS

If a paying client is also proxy fishing for a beneficiary, that client must have the fishing license of the person for whom he/she is fishing. Write down the license number of the recipient of the fish (beneficiary), followed by a (P) to indicate proxy, e.g. 10123456-P.

Use two lines on the logbook data sheet, one for the angler’s license number and one for the beneficiary’s license number. Indicate (R) for Resident in the adjacent column; beneficiaries and those fishing for them must be residents of Alaska.

For permanent licenses (residents only), write down the entire license number, including the preceding alpha character, which can be a P, D, T or Z, i.e. Z50148-P.

### CONTACT INFORMATION

For questions or to register a different vessel during the season, please contact:

- Division of Sport Fish, Guide Licensing and Logbook Program in Anchorage, Alaska at (907) 267-2369 or (907) 267-2299.





# 2015 Freshwater Sport Fish Trip Logbook

RETURN TO: 333 RASPBERRY ROAD, ANCHORAGE, AK 99518-1565 • QUESTIONS: (907) 267-2369

LOGBOOK NO. \_\_\_\_\_

TRIP INFORMATION	Angler Residency <small>(Circle One)</small>		Sport Fish License Number of each Client, Nonpaying angler, and Crew <u>THAT FISHED</u>		<small>(Circle One if applicable)</small>		SALMON		TROUT			OTHER									
	Resident	Non-Resident	AND		Comped	Crew	KEPT	RELEASED	KING	COHO	SOCKEYE	CUTTHROAT	RAINBOW	STEELHEAD	LAKE TROUT	DOLLY VARDEN/ ARCTIC CHAR	ARCTIC GRAYLING	NORTHERN PIKE	SHEEFISH	*	
			Record all those anglers under 16 as "Youth Angler" (YA1, YA2etc.)																		
2015 ADF&G GUIDE REGISTRATION #: _____																					
DATE FISHED: _____, 2015 <small>(Month) (Day)</small>	R	N			X	C	K					KEPT									
_____	R	N			X	C	K					RELEASED									
RIVER / STREAM / LAKE (SPECIFY) _____	R	N			X	C	K					KEPT									
_____	R	N			X	C	K					RELEASED									
SITE CODE <small>(REFER TO SITE CODE LIST)</small>	R	N			X	C	K					KEPT									
_____	R	N			X	C	K					RELEASED									
PAGE NO. _____ OF _____	R	N			X	C	K					KEPT									
TOTAL NO. OF PAGES FOR THIS TRIP ↑	R	N			X	C	K					RELEASED									
_____	R	N			X	C	K					KEPT									
* WRITE IN OTHER SPECIES HERE	R	N			X	C	K					RELEASED									
_____							R														

CERTIFICATION: I certify that the information provided herein is accurate and true. Falsification or omission of information on this form is punishable under AS 11.56.210(a) and 5 AAC 75.076.

**X** \_\_\_\_\_  
GUIDE SIGNATURE

CONTINUE ON NEXT PAGE IF MORE THAN 6 ANGLERS.  
CHECK IF TRIP INFORMATION IS CONTINUED ON NEXT PAGE:

**Up to 8 pages can be mailed for the cost  
of one first class stamp.**

*COMPLETE AND INSERT UP TO 8 LOGBOOK PAGES IN A  
BUSINESS SIZE ENVELOPE AND MAIL TO:*

**ALASKA DEPARTMENT OF FISH AND GAME  
DIVISION OF SPORT FISH - RTS  
LOGBOOK PROGRAM  
333 RASPBERRY ROAD  
ANCHORAGE, AK 99518-1565**