



January 2018

Dear Alaska Sport Fish Charter Business Owner and Guide,

You are receiving this letter because you were either a licensed or registered sport fish charter business owner or guide in 2017. There are several changes that will affect the sport fish charter industry in 2018. This letter will let you know what the changes are.

Freshwater Registration vs. Saltwater License (no change from 2017):

License requirements for sport fishing guide business owners and sport fishing guides sunsetted December 31, 2014. House Bill 41 (HB 41) which reinstated licensing requirements passed in the legislature in 2016, but only for saltwater, went into effect on January 1, 2017. The Board of Fisheries (BOF) met to discuss the issue in December 2016 and changed the language in regulation to include licensing for saltwater guides and businesses, while continuing the freshwater registration program for guides and businesses that operate in freshwater.

Freshwater sport fishing guides and businesses will continue to be required to register with the department using the same registration process with no fees required; logbooks and vessel registration are also still required. The net result for freshwater businesses and guides is there will be no changes from the 2017 processes and requirements. **If you register as a freshwater business and/or guide the registration will only be valid for freshwater operations.** If you are going to operate in saltwater you will need to obtain a saltwater license, which is valid for both water types.

Saltwater sport fish guides and businesses are required to be licensed, a fee and additional information is required in order to obtain a license. The additional information required will be the same as the information required prior to 2015; State of Alaska Business License Number and expiration date, proof of insurance for the business, citizenship certification, first aid training certification, and your USCG license # and expiration date if applicable. **A saltwater license will be valid for guiding activities in both fresh and salt waters.**

You may apply for your 2018 registration in the following ways:

New for 2018: in order to speed up getting your license/registration card(s) to you we will be emailing the cards if you provide an email address on your application. While we will be emailing the cards they **are not valid until you print them.** Please keep this email in case you lose your card during the season, so you can reprint it.

- Starting Around December 21, 2017 you may apply on-line at: <https://www.adfg.alaska.gov/store/>. A **confirmation number** that your application was received will print at the end of your successful application. This number **is not** your ADF&G Business/Guide license/registration number. A wallet sized card, which is your license/registration, will be emailed to you within 3 businesses days. **Do not operate until you receive your wallet sized card.**
- *Back for 2018:* fill out the enclosed form, which is also available on the Dept. of Fish & Game (ADF&G) website at: <http://www.adfg.alaska.gov/index.cfm?adfg=prolicenses.businesslicense>. Complete the application and mail it to the address at the top of the form. A wallet sized card, which is your license/registration, will be sent to you within 14 days.

- ADF&G office: Complete the appropriate two-part license/registration application at any ADF&G area or regional office, and you will receive a temporary license/registration good for 21 days. A wallet sized card, which is your license/registration, will be sent to you after your application has been processed, and should be sent before the 21 day temporary license/registration expires.

For additional information on business and guide requirements please refer to the ADF&G website at: <http://www.adfg.alaska.gov/index.cfm?adfg=prolicenses.sportfishguides>.

Electronic Logbook (eLogBook) available for both freshwater and saltwater:

Starting in 2018 freshwater and saltwater businesses may use an ADF&G electronic logbook (eLogBook). Just like paper logbooks, a guide must use eLogBooks that were issued to a business. The eLogBook will be issued to the business, which will then be able to issue a link to their eLogBook to the guide(s). The eLogBook collects the same information as the paper logbook except it does so in an electronic format. The eLogBook allows the guide to enter previously used information (vessel, guide, waters fished, species harvested or caught) which should expedite the reporting process. Once the eLogBook has been loaded to an electronic device (smartphone, tablet, laptop, desktop) you can record trips without internet connectivity. When you return to a location with internet connectivity you will be able to upload the trip information entered on the device. There are a few conditions associated with using the eLogBook:

- 1) You must retain a paper logbook at all times to use in the event of technical difficulty or equipment failure.
- 2) You must allow a law enforcement officer to inspect the eLogBook trip data stored on the device when requested.
- 3) You agree to follow all instructions in the paper logbook including when a logbook page must be completed and the timelines for submitting logbook trips.
- 4) You agree to contact ADF&G at (907) 267-2299 within 24 hours (or the next ADF&G business day) in the event of technical difficulty.

If a business elects to use the eLogBook not all the guides for the business need to participate. If 4 guides work for a business, 2 guides can use the eLogBook and the other 2 can use paper logbooks. If a guide wants to try the eLogBook, but decides it's not for them, they can go back to using the paper logbook. All trips need to be reported either through the eLogBook or a paper logbook, but not both. If you would like further information about the eLogBook please contact Bob Powers at (907) 267-2299 or via email at: robert.powers@alaska.gov.

Stable License/Registration Number:

On April 18th, 2017, the department began issuing a license/registration number that will be consistent from year to year, i.e. if you were a guide in 2017 and applied on or after April 18th and your number was 42345, and you license/register with us again in 2018, you will retain the same license number and every year thereafter.

In order to issue a stable number across years, a couple issues need to be dealt with that may affect you.

- 1) If you apply for your license/registration at an area office using the 2-part temporary license/registration application you will receive a temporary number to use until your wallet size card with your permanent number arrives. Once, your wallet size card with your permanent number arrives you will need to use that on all your logbook sign out sheets and logbook pages. If you apply online or by using a renewal application (enclosed) you will not have a temporary number the card we issue will have your permanent number printed on it.
- 2) If you apply for a combination business/guide license/registration you will be issued two numbers one for the business and one for yourself as the guide, both these numbers will be the same from year to year. When signing out logbooks you will need to use your business license number, but for trips you guide you will need to use your guide license number. Both license numbers will be printed on your wallet size card and should follow you and your business across years. Guide only and business only folks will only have one number.

Youth Anglers (no change from 2017):

Legislation was passed in 2016 that changed the age requirement for obtaining a sport fishing license. Resident anglers will not need a sport fishing license until age 18, the requirement for non-resident angler remains unchanged and requires a sport fishing license once they reach 16 years of age.

REMEMBER: ALL businesses must maintain a logbook while providing sport fish guiding services. License/registration applications, paper logbooks, vessel decals, year tabs, statistical area maps, and site code lists will be available at ADF&G area and regional offices. eLogBooks can be obtained by contacting me at the number or email address below.

Thank you.



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