



January 2019

Dear Alaska Sport Fishing Charter Business Owner and Guide,

You are receiving this letter because you were either a licensed or registered sport fishing charter business owner or guide in 2018. There are several changes that will affect the sport fishing charter industry in 2019. This letter will let you know what the changes are.

Registration changes for 2019:

- Saltwater businesses and guides will go back to a registration program in 2019. There will be no fees for 2019 and several fields on the application will be dropped in 2019 (proof of insurance for the business, citizenship certification, first aid training certification, and your US Coast Guard (USCG) license # and expiration date if applicable). Keep in mind the USCG still requires a USCG license if you operate a motorized vessel in Navigable Waters with clients onboard.
- Freshwater businesses - businesses will need to provide their State of Alaska Business License number and expiration date. This information is needed for the matching process when issuing your stable license number. All others processes will remain the same as 2018.
- There will not be separate freshwater and saltwater registration applications. Each registration card issued will be valid for both freshwater and saltwater.
- To expedite getting your registration card(s) to you, we will be emailing the cards if you provide a valid email address on your application. The cards **are not valid until you print them**. Please keep the email with your registration card(s) in case you lose your card during the season, so you can reprint it. If you want a hard copy of your registration card, please review the instructions included in the email on how to obtain a hard copy.

Sport fishing businesses and guides will continue to be required to register with the department using a registration process with no fees required; logbooks and vessel registration are still required.




House Bill 41 (HB 41) that went into effect on January 1, 2017 reinstated licensing requirements for saltwater businesses and guides and included a sunset provision of December 31, 2018. The Board of Fisheries adopted regulatory language in December 2018 to align regulations with statute, requiring guides and businesses that operate in freshwater and/or saltwater to register with the department.

You may apply for your 2019 registration in the following ways:

- Use the department's online store at: <https://www.adfg.alaska.gov/store/>. A **confirmation number indicating** that your application was received will print at the end of your successful application. This number **is not** your ADF&G Business/Guide registration number. A wallet sized card, which is your registration, will be emailed to you within three business days. **Do not operate until you receive your wallet sized card.**
- Complete the enclosed application, which is also available on the Dept. of Fish & Game (ADF&G) website at: <http://www.adfg.alaska.gov/index.cfm?adfg=prolicenses.businesslicense>, and mail it to the address on top of the application. A wallet sized card, which is your registration, will be emailed to you within 14 days.
- ADF&G office: Complete a two-part registration application at any ADF&G area or regional office, and you will receive a temporary registration good for 21 days. A wallet sized card, which is your annual registration, will be emailed to you after your application has been processed, and should be sent before the 21-day temporary 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>.


Logbook changes for 2019:

- Logbook change - Per 5 AAC 75.075(g)(1)(B) freshwater and saltwater guides must have logbooks with them while guiding.
- Logbook change - Per 5 AAC 75.075(g)(5) saltwater operator's using a vessel must have the sport fishing license or a harvest card for each client on board the vessel.
-  A box has been added to the logbook sign-out sheet to indicate if you are using the electronic logbook (eLogBook). If you are using eLogBook, please check the box. This will allow us to prioritize entering sign-out sheet information into our database, which is necessary in order to activate the eLogBook.
-  Freshwater logbooks use the angler license number or angler name as the angler identifier on the logbook sheets. All other requirements remain unchanged.
-  On your registration card(s), we have added an indicator as to whether the number is a *business registration* (BL) or *guide registration* (GL). In the logbooks, we've added the BL prefix to fields that require your business registration (the sign-out sheet) and the GL prefix to fields that require your guide registration (logbook pages).

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


Freshwater and saltwater businesses may use an ADF&G electronic logbook (eLogBook). 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 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:

-  We **recommend** you retain a paper logbook to use in the event of a technical difficulty or equipment failure. In previous years you were **required** to have a paper logbook as a backup.
- You must allow a law enforcement officer to inspect the eLogBook trip data stored on your device when requested.
- 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.
- 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 tries eLogBook, but decides it's not for them, they can go back to using a paper logbook. All trips need to be reported either through the eLogBook or a paper logbook, **but not both**. For further information about the eLogBook please contact Bob Powers at (907) 267-2299 or via email at: robert.powers@alaska.gov.

Stable Registration Number:

 Because of confusion in 2018, when the division issues your 2019 registration card(s) with your stable registration number(s), we'll include a BL prefix for *business registrations* and a GL prefix for *guide registrations*. Additionally, as described above, we'll include the BL and GL prefixes in the logbook indicating when a BL number is needed and when a GL number is needed.

The department will continue to issue a stable registration number from year to year, i.e. if you were a guide in 2018 and your number was 42345, and you register with us again in 2019, you will retain the same number in 2019 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.

- If you apply for your registration at an area office using the two-part temporary registration application, you will receive a temporary number to use until your wallet size card with your stable number arrives. Once your stable number arrives, use it 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, your issued card will have your stable number printed on it.
- If you apply for a combination business/guide registration, you will be issued two numbers: one for the business and one for the guide, both remaining the same year to year. When signing out logbooks, use your business license number, but for trips you guide, use your guide license number. Note: guide only and business only registrations will only have one number.

Youth Anglers (no change from 2018):

Resident anglers do not need a sport fishing license until age 18. Nonresident anglers are required to have a sport fishing license once they reach 16 years of age.

REMEMBER: ALL businesses must maintain a logbook while providing sport fish guiding services. 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.

A handwritten signature in black ink that reads "Robert Powers". The signature is written in a cursive style with a large initial "R".

Robert Powers, Program Coordinator
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