

PRE-QUALIFICATION REQUIREMENTS FOR KENAI RIVER GUIDES

To pre-qualify for issuance of a 2017 permit, all Kenai River Guide permit applicants shall be required to submit the following information. **Please take time to look them over.**

1. Applicants for Kenai River guide permits must be 18 years of age.
2. All fishing guides need to successfully pass the Kenai River Guide Academy course prior to applying for an Alaska State Park permit. For more information, you can contact the Kenai Peninsula College at (907-262-0344). A web site is also available with the KRGGA information: www.krga.org. **A copy of your Kenai River Guide academy certificate is required for registration.**

All new scenic or non-fishing guides are required to attend a mandatory orientation. There will only be two non-fishing guide orientations offered May 13, and June 3, 2017 and they will be held in Cooper Landing. No other non-fishing guide orientations will be scheduled, so any new permittees need to make arrangements to attend one of these two sessions. All new non-fishing permittees, in addition to attending the Division of Parks and Outdoor Recreation orientation, will have to present their safety briefing that they would give to their clients. This presentation will be one on one with a Parks staff person and be conducted on the same day as the orientation. Please call the State Parks Permitting office (907-714-2471) to inquire on the orientation session dates and location.

3. A valid **Business License** for the individual business. More information about business licenses is available on the State website. http://www.commerce.state.ak.us/occ/home_bus_licensing.htm
4. **ADF&G Business Owner/Guide License:** Applications for 2017 Saltwater and Freshwater Sport Fish Business Owner/Guide License applications are available at ADF&G offices or at the Gilman River Center. Stickers and logbooks will also be available at the Gilman River Center. Licenses can be purchased online at: <https://www.adfg.alaska.gov>
5. A valid **U.S. Coast Guard Commercial six-passenger license**. This is required by federal law of all powerboat operators (any vessel powered by any motor). The telephone number for the U.S. Coast Guard Licensing is 90-271-6736.
6. **POWER BOAT OPERATORS:** Documentation with expiration date that shows you are registered with a **U.S. Coast Guard Certified and approved random drug testing program**. Kenai River guides who hold Coast Guard licenses to operate a vessel under power must provide proof of their enrollment in a random drug testing program (per Coast Guard requirements).
NON-POWER BOAT OPERATORS: Unless otherwise registered in a random drug testing program, Kenai River fishing guides who operate non-motorized vessels are required to provide proof of a negative drug test administered no more than 30 days before the date of having their permit issued.

7. Applicants for sport fishing guide permits may not have been convicted of a felony within the past five years and may not have been convicted of **more than one** misdemeanor violation of a provision of 5 AAC47-5AAC 75 (Fish and Game regulations) within the past five years.
8. A valid Alaska **Sport Fishing License and Tags**. (Required of all operators taking clients sport fishing (5 AAC 75.075(c)(3)). You may also purchase fishing licenses via the Internet: <https://www.adfg.alaska.gov> or any vendor authorized to sell licenses
9. A **current driver's license** or government issues picture I.D.
10. A current State of Alaska Boat Registration card is required for all power boats and non powered boats used for guided sport fishing. The Boat registration must be carried aboard the boat whenever it is in operation. The boat registration form and more information about the program are available from the Department of Motor Vehicles on the State web site. The address is <http://doa.alaska.gov/dmv/forms/forms.htm>. If you have questions, please contact the DMV in the Red Diamond Center on Kalifornsky Beach Road or call them at (907) 262-4681.
11. The permittee shall furnish proof to the authorizing officer that he/she has commercial liability **insurance** to cover commercial operations and such insurance will be approved by the authorizing officer. A minimum of \$100,000 per person/\$300,000 combined single limit per occurrence commercial liability insurance is required and the policy **MUST** name the "State of Alaska as additional insured".
All certificates must provide a 30-day prior written notice to the Kenai Area Superintendent: Division of Parks and Outdoor Recreation; Gilman River Center; 514 Funny River Road; Soldotna, Alaska 99669; telephone: (907) 714-2471; fax: (907) 260-5992, of cancellations, non-renewal or material alteration of such insurance or lapse of insurance.
12. A valid American Red Cross **Basic First Aid certification** or the equivalent, with expiration date.
13. Proof of Alaska State Vehicle and Boat Trailer registration. Alaska law requires that vehicles be registered in Alaska once the owner begins working in the state. Any vehicles or boat trailers used for a guide business need to be registered commercially. Contact the Division of Motor Vehicles in the Red Diamond Center of Kalifornsky Beach Road or at (907) 262-4681 if you have questions.
14. A \$100.00 non-refundable permit application processing fee will be applied in addition to all State Park commercial operator permit application fees.

The commercial operator fee for Kenai River Fishing Guides commercial permits is \$700.00 for residents and \$1600.00 for non-residents.

The commercial operator fee for scenic or non-fishing guides commercial permits is \$250.00 for residents and \$750.00 for non-residents

The commercial operator fee for scenic or non-fishing guides operating within that portion of the Kenai River Special Management Area, bounded by the Kenai National Wildlife Refuge and who are required to obtain a special use permit from the Kenai National Wildlife Refuge commercial use permit is \$100.00 for residents and \$300.00 for non-residents.

15. **END OF SEASON REPORTS:** Sport fishing guides who in conjunction with their Kenai River Guide permit list that they guide from Deep Creek SRA, Ninilchik SRA, Anchor River SRA, Kasilof River SRS, Crooked Creek SRS, Johnson Lake SRS, or Captain Cook SRA must submit a State Park Use Report for each area they are registered. This report is due on or before December 1 of the permitted season. Anyone operating outside of the Kenai River Special Management Area under a Commercial Use Permit must submit their State Park Use Report prior to any permits being issued for the following season. If you are an employer, make sure you list ALL your employee's names on the use report.

16. Signed Stipulations

IN PERSON PERMITTING WILL BE DONE BY APPOINTMENT ONLY. Please call 907-714-2471 to make an appointment.