



**STATE OF ALASKA**  
**DEPARTMENT OF NATURAL RESOURCES**  
**DIVISION OF PARKS AND OUTDOOR RECREATION**  
**NON-COMPETITIVE COMMERCIAL USE PERMIT**

A **Commercial Use Permit (CUP)** is required for anyone conducting **commercial activities** (as defined in 11 AAC 12.990(9)\*) within any unit of the State Park system. Examples of commercial activities include guided activities, charter services, transportation services, outfitting, supply, or equipment sales or rentals within a park. All individuals operating commercially in state parks are required to **carry a copy this commercial use permit and stipulations while operating in State Park units**. If employees change during the year, you must submit an updated list to State Parks before new employees may operate within any state park unit. This permit is only valid for the calendar year in which it was issued.

**Please completely fill out the application below. You must include:**

- A Certificate of Commercial Liability Insurance with the State of Alaska as additionally insured (see General Stipulation #3 for more details). *Please send a copy to the permit email address below. Include your permit number (LAS #) in the description box.*
- List all individuals operating under the CUP along with license(s)/ certificate number and expiration dates.
- List all vehicles, boats, aircraft, snowmobiles, atvs, etc. used in any park unit along with description, license plate, N number, and registration.
- A valid Alaskan Business License: <https://www.commerce.alaska.gov/web/cbpl/BusinessLicensing.aspx>

**Please submit the completed application** to [parkpermitting@alaska.gov](mailto:parkpermitting@alaska.gov). Only complete applications will be processed. Allow 30 days for permit processing. Instructions for payment will follow.

**Permit Fees:**

- A non-refundable permit application processing fee of **\$100**
- Annual permit fee of **\$350**

**End of Season Use Report and Per client fees** are due by December 31<sup>st</sup> of the permit year.

- Submit Use Report and client fees at: <https://dnr.alaska.gov/parks/commercialusepermits>.

FOR ADDITIONAL INFORMATION, contact the permitting office at: [parkpermitting@alaska.gov](mailto:parkpermitting@alaska.gov) or call the Public Information Center (PIC) at: 907-269-8400.

*\*11 AAC 12.990(9) "commercial activity" means the sale of, delivery of, or soliciting to provide, goods, wares, edibles, or services in exchange for valuable consideration through barter, trade, or other commercial means; a service offered in conjunction with another sale of goods, wares, edibles, or services, which service involves the use of state park land or water, is a commercial activity whether or not it is incidental to, advertised with, or specifically offered in the original sale; all guide, outfitter, and transportation services are commercial activities if any payment or valuable consideration through barter, trade, cash, or other commercial means is required, expected, or received beyond the normal and customary equally shared costs for food and fuel for any portion of the stay in the park.*

STATE OF ALASKA, DEPARTMENT OF NATURAL RESOURCES

Division of Parks and Outdoor Recreation

NON-COMPETITIVE PERMIT FOR COMMERCIAL ACTIVITIES

AS 41.21.020 / 11 AAC 18.030

LAS Number: \_\_\_\_\_ (State Assigned – Land Administration System, Permit Number)

\*\*A copy of this permit and stipulations must be carried by the Permittee and all employees while operating in a State Park\*\*

APPLICANT INFORMATION

Full Name: \_\_\_\_\_ Title: \_\_\_\_\_

Physical Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Mailing Address (if different than above): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone: ( \_\_\_\_\_ ) \_\_\_\_\_

Emergency Contact: \_\_\_\_\_ Phone: ( \_\_\_\_\_ ) \_\_\_\_\_

BUSINESS INFORMATION

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

Alaska Business License Number: \_\_\_\_\_ Business License Expiration: \_\_\_\_\_

*Per AS 43.70.020(a) a business license is required for the privilege of engaging in business in the State of Alaska.*

Website: \_\_\_\_\_

PARK UNITS AND SERVICES

For each proposed service attach detailed trip itineraries, topographic or other maps showing trail routes (starting and ending points), camping locations, activity areas, etc.). List landing sites with GPS coordinates (for aircraft operations) and include other descriptive information as necessary. All permits must have an operating and trip itinerary for it to be processed.

**Services Offered:** Air Charter, ATV, Biking, Boat Rental, Camping, Dog Sled, Fishing, Helicopter, Historical Tours, Hunting, Hiking, Instructional Classes, Motorcoach, Outfitting, Scenic Tours, Water Taxi.

**Park Name:** \_\_\_\_\_

**Specific Facilities/Area:** \_\_\_\_\_

**Services Offered:** \_\_\_\_\_

**Park Name:** \_\_\_\_\_

**Specific Facilities/Area:** \_\_\_\_\_

**Services Offered:** \_\_\_\_\_

**Park Name:** \_\_\_\_\_

**Specific Facilities/Area:** \_\_\_\_\_

**Services Offered:** \_\_\_\_\_

**For guided and transportation operations estimate number of clients:** Per Day \_\_\_\_\_ Per Season \_\_\_\_\_

**Does this activity require personnel to stay overnight in the park?** YES / NO

**Months of Operation (circle all that apply):** JAN FEB MAR APR MAY JUN  
JUL AUG SEP OCT NOV DEC

## Alaska State Parks Non-Competitive Permit for Commercial Activities

**INDIVIDUALS OPERATING WITHIN PARK:** List all individuals (owners, employees, operators, guides, etc.) that will be operating in a state park under this permit. **\*\*If changes to this list occur during the year, send an updated list to: [parkpermitting@alaska.gov](mailto:parkpermitting@alaska.gov) \*\***

**New employees are not authorized to operate in any state park unit until the Division receives the updated list.**  
*You may substitute your own attachment (Word document, Excel spreadsheet, etc.) in place of this page, provided it includes all required information below. Attach additional pages if needed.*

Name and Title	Driver's License / ID (state / license #)	Big Game/Sport Fish Guide License Number	Airmen Certificate Number	ADF&G fishing/hunting license #
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				

**Alaska State Parks**  
**Non-Competitive Permit for Commercial Activities**

**VEHICLES, BOATS, AIRCRAFT, SNOWMOBILES, ATVS, ETC.**

List all vehicles to be utilized for operations in a state park. *(Attach additional pages if necessary)*

Vehicle Type (Motorcoach, taxi, highway, boat, aircraft snowmobile, ATV, etc.)	Make, Model & Year	Color	License Plate # & State, Registration # (snow & boat), N Number (aircraft)	Motorcoach Passenger Capacity	<i>Official Use Only</i> <b>Park Decal #</b>
1					
2					
3					
4					
5					
6					
7					
8					
9					

**APPLICANT HISTORY**

Within the past 5 years has the company (entity), its owners, or any employees who have or will be expected to operate within state parks been convicted, pled no contest, forfeited collateral, or are currently under charges for violations of any commercial permit; any state, federal, or local law; or any law related to fish or game (circle)? **YES / NO**

You must provide the individual's name, date of charge, charge(s), location of incident, court and action taken for each violation. (Attach additional pages if necessary):

\_\_\_\_\_

\_\_\_\_\_

**APPLICANT ACKNOWLEDGEMENT**

I attest the information submitted on this form and any attachments are true, complete, and accurate to the best of my knowledge. The permittee has read and agreed to the terms of this permit and understands that the breach of any of the terms is cause for revocation or suspension. By signing this form, the permittee, its agents, and employees agree to conduct the authorized activities under this permit in accordance with the attached general stipulations, special stipulations, and area specific stipulations that are incorporated upon the issuance of this permit.

\_\_\_\_\_ Applicant Signature \_\_\_\_\_ Date

**PERMIT AUTHORIZATION** *(for State use only, permit not valid unless signed)*

By the signing of the Authorized State Representative below, the Director of DPOR has reviewed this application and the applicable management plan and has determined that this permit and the activities associated under this permit is consistent with the provisions under 11 AAC 18.025 and 11 AAC 18.030 as well as the applicable management plan.

Application Filing Fee: \_\_\_\_\_ Annual Permit Fee: \_\_\_\_\_ *(per 11 AAC 05.170 and Director's Order)*

\_\_\_\_\_ Signature of Authorized State Representative \_\_\_\_\_ Date of Issuance \_\_\_\_\_ Expiration Date \_\_\_\_\_

**General Permit Stipulations for Commercial Use Permits**  
**Alaska State Parks**

The following stipulations apply to all Non-Competitive Park Use Permits for Commercial Activities issued by the Division of Parks and Outdoor Recreation (DPOR). Noncompliance with the terms described below may result in a citation being issued to the operator for violation of 11 AAC 18.030(c) and the suspension or revocation of this permit.

- 1. Payment of Commercial Use Permit Fees.** Commercial Use Permit fees must be paid in full prior to issuance of any permit. Permit fees are specified by Director's Order and available on the DPOR website: [dnr.alaska.gov/parks/](https://dnr.alaska.gov/parks/).
- 2. Payment of Per Client Fees / End of Season Reporting.** Permittee shall submit an End of Season Report by December 31<sup>st</sup> of the permit year, accurately documenting activities on lands and waters covered by this permit. For interest on debts owed for fees, the Division has the discretion to charge a flat fee based on a Director's Order or to charge interest in the amount of 10.5% annually on debts owed to the state pursuant to AS 45.45.010. State law, AS 45.45.010(a), allows the State to charge interest in the amount of 10.5% annually on debts owed to the state. A 10.5% annual penalty fee will be assessed for any per client fees that are not received by DPOR by December 31. Permitter's annual commercial use permit will not be issued for subsequent years until the Division receives End of Season Reports and payment of all applicable per client fees for prior years. End of Season reporting is required whether or not you conducted commercial activities in a unit of the State Park system. No per client fee will be charged for persons who are transported by water or air taxi services directly to or from private property inholdings within a State Park or any government employee on official business who is transported by a commercial operator. If multiple commercial permittees (businesses) provide services to a single client, each permittee is responsible for payment of the use fees for the services they provide. Commercial permittees providing multiple services to a client on the same day will only be charged one fee per day per client. In this situation, the fee for the service with the highest fee applies. Report each individual only once for each one-day period.

Pay online at: <https://dnr.alaska.gov/parks/commercialusepermits>.

If paying by other method, please send record of per client use days to [parkpermitting@alaska.gov](mailto:parkpermitting@alaska.gov) for verification of use.

- 3. Insurance Required.** Without limiting indemnification, the liability insurance required of commercial operators that provide guiding, outfitting, touring, education expeditions, equipment rentals or other recreational services in StatePark Units shall be comprehensive (commercial) general liability insurance with coverage limits not less than \$100,000 per person / \$300,000 combined single limit per occurrence and annual aggregates where generally applicable, and shall include premise operation, independent contractor's products/completed operations, broad form property damage, blanket contractual and personal injury inducements. The director may require higher increments of liability insurance for activities that carry a higher degree of risk to the participants. The liability insurance policy must also list the State of Alaska as additional insured and provide for a 30-day notification to the State of cancellation, non-renewal, or material alteration of insurance. A copy must be sent to: [parkpermitting@alaska.gov](mailto:parkpermitting@alaska.gov). Please include your permit number (LAS #) in the description box. If also being mailed, it can be sent to the following address:

State of Alaska  
Department of Natural Resources  
Division of Parks and Outdoor Recreation  
550 West 7th Ave., Suite 1380  
Anchorage, AK 99501

- 4. Term.** This permit is valid from date of issuance through December 31st of the same calendar year.
- 5. Preferential Rights.** No preferential rights to additional services of a proprietary interest right in the lands are attached to this permit.

**General Permit Stipulations for Commercial Use Permits**  
**Alaska State Parks**

6. **Assignment.** This permit may not be transferred, extended or assigned without prior written approval from the authorizing officer. The permittee shall not sub-let or enter into any third-party agreements involving the privileges authorized by this permit.
7. **Park Unit Specific Stipulations.** The permittee shall comply with all park unit specific stipulations applicable to their commercial use permit. Park unit specific stipulations are available at: <https://dnr.alaska.gov/parks/permit/index.htm>.
8. **Lawful Operations/Documentation.** The permittee agrees to operate in accordance with all local, state, and federal laws and regulations. The issuance of this permit does not alleviate the necessity of the permittee to obtain all required local, state and federal licenses, tags, permits, registrations and certifications that are applicable to the permittee's activities. Permittee shall ensure compliance by its employees, agents, contractors, subcontractors, licensees, or invitees. Permittee shall further require all individuals operating under this permit to have all such documentation in their possession while operating in the park and upon request shall present for inspection to any state park official or Peace Officer.
9. **First Aid Certification.** All individuals operating under this permit within a state park unit must hold a current first aid certification recognized by a state or national registration. Permittee shall ensure that all individuals operating under this permit have proof of their first aid certification in their possession while operating in the park and upon request shall present for inspection to any state park official.
10. **Employee Identification.** The permittee shall list all individuals (including permittee's owners, employees, operators, and contractors) that will be operating in a state park unit under this permit. A form is provided on Page 3 of the permit application. The permittee shall provide each individual's name, driver's license (or ID) number, and ADF&G sport fishing/hunting license number and expiration date (for sport fish and hunting guides only). Permittee shall submit to the Division any changes to this list. New employees are not authorized to operate in any state park unit until the Division receives the updated list. All individuals under this permit shall carry a photo ID and a copy of the signed permit at all times while operating in a state park unit.
11. **Non-Exclusive Use.** This permit shall not be construed as limiting the rights of the authorizing officer to issue similar permits for the same or similar activities in the area covered by this permit. The permittee, agents, or clients shall not interfere with free public use or other authorized use of roads, trails, lands or waters in the area of their activities.
12. **Geographic Limit.** This permit is for activities on state lands or interests managed by DPOR. It does not authorize any activities on private, federal, native, municipal lands, or lands which are owned or solely managed by other offices and agencies of the State. The permittee is responsible for proper location within the authorized area.
13. **Advertising/Selling Prohibited.** This permit does not authorize the permittee to solicit business, advertise, collect any fees or sell any goods or services on lands authorized for use by this permit unless specified on this permit. The permittee shall not make any misrepresentation in his/her advertisements, signs, circulars, brochures, and letterhead or like materials regarding this permit.
14. **Structures.** No temporary structures shall be erected in the area under this permit without prior written permission of the authorizing officer. Under no circumstances will permanent structures be built. Temporary structures are permitted through DPOR regional offices with additional permit stipulations and fees.
15. **Indemnification.** The permittee shall indemnify, hold harmless and defend the State, its officers, agents, and employees from liability of any nature or kind, including costs and expenses for or on account of any and all legal actions or claims of any character whatsoever resulting from injuries or damages sustained by any person or persons or property as a result of any error, omission, or negligent act of the permittee relating to this permit.
16. **Protection of Lands, Facilities, and Resources.** The permittee shall exercise diligence in protecting damage to

**General Permit Stipulations for Commercial Use Permits**  
**Alaska State Parks**

lands, facilities and resources in the areas that are used in connection with this permit. Cultural resources, such as human remains historic artifacts, archaeological materials, or paleontological resources shall be avoided and may not be disturbed, altered, destroyed, or collected. If human remains, historic resources, archaeological resources, or paleontological resources are encountered during permitted activities, all activities that may disturb or damage the site shall cease in the immediate area and you shall immediately (within one business day of discovery) notify the Park and the Office of History and Archaeology (907-269-8700).

- 17. Repair of Damage.** The permittee shall be liable for the repair of any damages to lands, facilities or resources resulting from the activities of the permittee, his/her agents, employees or clients.
- 18. Vessel Operations / Identification.** All vessels (including non-powered boats with auxiliary power units) used on any water of the state, including rivers, lakes and salt water within 3 miles of land, and all sport fishing and hunting guide boats (powered and non-powered) must be registered with the Division of Motor Vehicles (for more information see: <http://doa.alaska.gov/dmv/reg/boat.htm>). Permittee shall list and identify all vessels to be used in conjunction with this permit on page 2 of the application. The permittee is responsible for ensuring that all vessels are equipped, maintained and operated in accordance with all applicable state and federal laws and regulations. This includes adherence to the U.S. Coast Guard manufacturer's capacity information plate.
- 19. Motor Vehicle Operations / Identification.** All motor vehicles operated or parked on State Park lands and used for commercial activities shall be identified by a numbered Commercial Use Vehicle decal or placard supplied with final permit. The decal shall be affixed on the bottom left-hand corner of the vehicle windshield. The placard shall be printed and placed on the driver's side dashboard. Decals or placards shall not be altered or affixed to unauthorized vehicles, and all information must be visible. State Park staff may confiscate decals or placards that are altered or affixed to unauthorized vehicles. Commercial Use Vehicle decals and placards are only valid for day use parking at state park facilities while conducting commercial activities in a state park.
- 20. Report Abnormal Sightings.** The permittee shall notify DPOR of any problems, abnormal conditions, or unusual conditions observed while operating on/over park lands and waters.
- 21. Natural Hazards.** The permittee recognizes and understands that natural hazards are likely to exist within permit area. The permittee agrees to take all reasonable precautions to make himself/herself aware of these hazards and to advise all clients of the hazards. The permittee is responsible for ensuring the safety of the clients under his/her supervision.
- 22. Camps, Caches & Equipment Storage.** Unless otherwise authorized, the permittee agrees not to establish temporary or permanent camps or caches within the permit area. All property of the permittee is to be removed from park lands and waters upon completion of permitted activities. Vehicles, boats, aircraft, or any equipment or supplies may not be stored on State Park lands or waters without a special use permit. Vehicles may be legally parked during operations in the park.
- 23. Refuse and Waste.**
  - (a) No person may bring waste or refuse from household, commercial, industrial, or construction activities into a state park for disposal.
  - (b) No person may place waste or refuse in state park water, or on land or water capable of contaminating state park water.
  - (c) Unless it is deposited in a park waste receptacle, waste or refuse created in the course of activities in a state park must be removed from the state park by those responsible for its creation.
  - (d) The provisions of this section do not apply to animal waste normally discarded by hunters, trappers, or fishermen in the course of legal hunting, trapping, or fishing, except that waste must not be left within 100 feet of a trail, road, or developed facility.

**General Permit Stipulations for Commercial Use Permits**  
**Alaska State Parks**

- 24. Wildlife Interactions.** No wildlife species will be baited, harassed, or approached closely enough to disrupt the animal's natural activity or to endanger human life except for a legal hunt for game.
- 25. Accident and Injury Notification.** The permittee shall notify the nearest State Park area office immediately after completing any trip in which accidents have occurred involving personal injury, boat collision, overturning or swamping, or damage to the guide vessels, aircraft or other vessel; or any threatening incidents involving wildlife or of incidents involving the loss of equipment such as canoes, rafts, tents or other gear which could create the impression that someone may be lost or in danger. Injuries requiring immediate medical attention or evacuation shall be reported to State Parks or Alaska State Troopers immediately. The permittee is requested to immediately report to State Parks or Alaska State Troopers any knowledge of anyone injured, lost/overdue, or fatalities within the park.
- 26. Client Information.** The permittee agrees to provide clients with information regarding rules, regulations and other information pertaining to the area and with basic safety information relative to the client's visit.
- 27. Cooperation and Professional Behavior.** The permittee agrees to cooperate with agency representatives for the purpose of permit compliance, operations evaluation, or to gather current information on the area for park management purposes. The permittee shall not verbally or physically harass, assault, or abuse clients, employees, outfitters, other guides and their clients, members of the general public, or any state or federal agency representative. This includes the use of profanity, aggressive and disruptive behavior.
- 28. Firearms and other Weapons.** No person may use or discharge a weapon in a state park, except as otherwise provided in AS 41.21 or 11 AAC 12.
- 29. Renewal.** The issuance of this permit does not confer any rights of renewal or references for renewal despite investments made by the permittee or for other reasons.
- 30. Compliance with Government Requirements.** The permittee shall, at its expense, comply with all federal, state, and local laws, regulations, and ordinances directly or indirectly related to this permit. The permittee shall ensure compliance by its employees, agents, clients, licensees or invitees.
- 31. Restitution for Unsworn Falsification.** The permittee agrees to provide restitution of per client fees owed to DPOR for any inaccurate reporting of commercial use. Restitution will be considered the monetary difference between fees paid and fees owed to the state under this permit. Subsequent permits will not be issued until restitution is made.
- 32. False Statement.** The making of a false statement or presenting false or purposefully altered documents is prohibited and may be grounds for immediate revocation of commercial use permit under 11 AAC 18.030(c). This provision applies to all persons working under the authority of this permit, including guides, assistant guides, employees, etc.
- 33. Suspension and Revocation of this permit by the State.** Failure to abide by any part of this use permit, to comply with any of the general or special stipulations, or the willful violation of any state regulation may result in immediate suspension or revocation of this permit and may result in denial of future permits.
- 34. Revocable at will.** This permit may be revoked at any time at the discretion of the director or his/her designee without compensation to the permittee or liability to the State.