STATE OF ALASKA
DEPARTMENT OF NATURAL RESOURCES
DIVISION OF MINING, LAND, AND WATER
550 West 7th Avenue, Suite 900C
Anchorage, Alaska 99501-3577

ADL CASE FILE NO. (To be assigned by DNR)

SHORE FISHERY LEASE APPLICATION / AMENDMENTS TO EXISTING LEASES
***NOTE: INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED***
Please read instructions on page #5

APPLICATIONS ACCEPTED JUNE 1 – OCTOBER 15

1. Name of Applicant: ____________________________
   First                       Middle                     Last

   Summer Mailing Address
   From: __________ To: __________
   __________________________________
   __________________________________
   __________________________________

   Winter Mailing Address
   From: __________ To: __________
   __________________________________
   __________________________________
   __________________________________

   Phone: __________________________
   Email: __________________________

2. United States Citizen? Yes ☐ No ☐ (Check the box that applies).

3. Applicant’s Limited Entry Permit Number(s): ____________________________
   (Note: If applicant has two permits, please provide both numbers).

4. Does the applicant already have a Shore Fishery Lease issued by the Department?
   Yes ☐ No ☐ (Check the box that applies). If yes, what is the ADL No. ________________

5. If applicant is a minor (under 18, but at least 10 years of age) the trustee* must provide the
   following information:
   a) Name of Trustee: ____________________________
      First                       Middle                     Last

   b) Mailing Address: ____________________________

   c) Age of Trustee: __________

   d) Relationship to Applicant: ____________________________

6. Legal description of setnet site(s) applied for:
   Section(s): __________ Township: __________ Range: __________ Seward Meridian

*11 AAC 64.250. Appointment of Trustee. A person who is qualified under the laws of Alaska to act as a trustee may apply for approval
   to act as a trustee for a shore fishery lease on behalf of a minor. The director will issue the lease in the name of an approved trustee, subject
   to other provisions of this chapter. The trustee does not acquire any rights in the leased area by virtue of this trusteeship. (Eff. 4/18/64,
   Reg. 16; am 3/30/85, Reg. 93) Authority: AS 38.05.020, AS 38.05.082
7. GPS readings for both inside and outside net buoys in Datum WGS 84.
   Net 1: ________________________________________________________________
   Net 2: ________________________________________________________________
   Net 3: ________________________________________________________________
   Net 4: ________________________________________________________________

8. Provide general location of setnet site(s) in relation to local, natural, or man-made landmarks:
   ______________________________________________________________________
   ______________________________________________________________________

9. Number of nets applied for: __________

10. Length of each net (in feet): ______________________________________________

11. Is applicant the owner of the abutting uplands? Yes ☐ No ☐ (Check the box that applies.)
    If not, give the name and address of the upland owner(s): ____________________________

12. Did applicant fish all the sites described in Question 7 and 8 the last fishing season?
    Yes ☐ No ☐ (Check the box that applies.)
    If not, provide the following information:
    a) Name and address of person(s) who previously fished the site(s): ______________________
       ______________________________________________________________________
    b) If new application, a brief history of the applicant’s use of each site including year(s) the
       site was first fished: ______________________________________________________________________
    c) If the applicant has not fished the site(s) before, briefly describe the location of past fishing
       site(s) to the site(s) now being applied for: ______________________________________________________________________

13. How long (in years) has the applicant been engaged in:
    a) Commercial fishing: Years: _____ Months: _____  b) Setnetting: Years: _____ Months: _____

PLEASE READ THE FOLLOWING SECTION CAREFULLY:

14. Date set net site(s) were staked by applicant, for this application: MM DD YYYY

NOTE:
SHORE FISHERY REGULATIONS REQUIRE THAT SITES MUST BE STAKED BETWEEN MAY 2 AND OCTOBER 15. FISHING OF THE SITE(S) IS NOT A REQUIREMENT OF THE STAKING AND APPLICATION PROCESS.

YOUR APPLICATION MUST BE RECEIVED WITHIN 30 DAYS AFTER STAKING YOUR SITE(S) AND BETWEEN JUNE 1 AND OCTOBER 15.

➢ As per 11 AAC 64.090. (Staking of sites and tracts) before submitting an application under 11 AAC 64.260. an applicant must stake each tract by placing the stake at the net anchor point. The location stake must be at least three (3) feet above ground level and must support a sign showing the applicant’s name, mailing address, limited entry permit number, and date of staking. Offshore (or low water) applied for tracts require additional information on the staking sign – see 11 AAC 64.090.
Please provide photographic evidence for each staked site(s) and include with your application. Photographs should be clear and taken facing shoreward towards the stake; and the information on each stake should be easy to read. Please provide GPS location of stake in WGS 84.

NOTE: Staking the site(s) serves as an announcement/notice that the applicant intends to lease the site(s).

15. List the name and mailing address of the following site neighbors. If there are none, please indicate “none”. (You are standing on shore looking at the water.)
   a.) Right-hand neighbor: __________________________
      Mailing address: _______________________________
   b.) Left-hand neighbor: __________________________
      Mailing address: _______________________________
   c.) Shoreward neighbor: _________________________
      Mailing address: _______________________________
   d.) Seaward neighbor: ___________________________
      Mailing address: _______________________________

AS 38.05.035(a) authorizes the director to decide what information is needed to process an application for the sale or use of state land and resources. This information is made part of the public land records and becomes public information under AS 09.25.110 and 09.25.120 (unless the information qualifies for confidentiality under AS 38.05.035(a) and confidentiality is requested, or AS 45.48). Public information is open to inspection by you or any member of the public. A person who is the subject of the information may challenge its accuracy or completeness under AS 44.99.310, by giving a written description of the challenged information, the changes needed to correct it and a name and address where the person can be reached.

NOTE: False statements made in an application for a benefit are punishable under AS 11.56.210.

The undersigned applicant certifies that the statements, evidence and representations appearing in and attached to this application are to the best of his/her knowledge true and correct.

I CERTIFY that I will personally utilize each site for which I am applying as long as I hold the shore fishery lease.
I FURTHER CERTIFY that I have complied with the staking requirements of 11 AAC 64.090, I am submitting this application within 30 days after staking in accordance with 11 AAC 64.260(a), and that the site(s) applied for is within legal net distances as established by the Alaska Department of Fish and Game Commercial Finfish Regulations.

Signature of Applicant or
Signature of Trustee for Applicant

STATE OF __________)
 )ss.
 _____Judicial District )

THIS IS TO CERTIFY that on this _______ day of __________________ 20____, before me appeared
__________, known to me to be the person named in and who executed the foregoing
instrument and acknowledged voluntarily signing the same.

Notary Public in and for the State of __________ / Postmaster
My Commission expires: __________________
**Checklist**

I have enclosed the following with my application:

**Please check:**

1. [ ] $100.00 application filing fee (non-refundable, 11 AAC 64.260(b))
2. [ ] DNR status plat or 1:63,360 (1” = 1 mile) USGS topographical map showing applied for setnet location(s)
SHORE FISHERY LEASES
PROCESSING STEPS FOR SETNET LEASE APPLICATIONS – READ FIRST

- New lease and amendment applicants do all 12 steps.
- Applicants seeking a shore fishery lease reissuance do only step 12.

1. Stake site(s) between May 2 and October 15. A staking example can be found on our website at: http://dnr.alaska.gov/mlw/shore/index.htm

2. Submit application and $100.00 non-refundable filing fee within 30 days of staking site(s) AND between June 1 and October 15.

3. DNR reviews application, then prepares public notice which appears on our shore fishery leasing program website, DNR public notice site, and at local post offices. DNR also attempts to contact other interested parties in the immediate area (i.e., private landowners, other set net lease holders, traditional unleased setnetters, etc) if we are aware of them.

4. Allow approximately 52 days for any protests to arrive during the 45 day public notice period (the accepted protest date is the date the protest is postmarked).

5. If no protests are received, then DNR sends applicant a shore fishery diagram preparation packet.

6. Applicant’s surveyor or draftsperson prepares the diagram, then sends a preliminary diagram to DNR within 90 days or requests a 150-day extension, by notarized affidavit (11 AAC 64.260(f)).

7. Applicant submits the $150.00 diagram review fee to DNR within 90 days.

8. DNR reviews preliminary diagram and returns to applicant’s draftsperson for corrections.

9. Applicant’s draftsperson makes final corrections and returns it to DNR, if all corrections are made the Mylar gets sent to the applicant to sign and date; the applicant sends the Mylar to DNR (within 90 days).

10. DNR reviews Mylar to make sure all corrections have been made.

11. DNR prepares lease document and mails to applicant for signature.

12. Applicant signs 2 original copies of lease document in front of a notary or postmaster and returns BOTH to DNR with the $300.00 rental for the first year (no rent payment is required for a lease amendment if the rent payment is current; lease reissuances also require a $100 renewal fee, are subject to a public notice and comment period and process and must sign a Statement of Certification as well as their lease documents before the lease is reissued).

Total cost for lease issuance will vary somewhat depending on cost of the ad and amount charged by the drafts-person or surveyor. Total amount paid to DNR is $550 ($100 application fee, $150 diagram review fee, $300 first year’s rental). The yearly rent after issuance is $300.