WOOD-TIKCHIK STATE PARK  
QUALIFICATION REQUIREMENTS FOR 2015 NON-COMPETITIVE PARK USE PERMITS  
FOR COMMERCIAL OPERATORS

To qualify for a 2015 permit, all permit applicants are required to submit the following information as applicable to the activities proposed to be conducted. Photocopies can be made at the Gilman River Center.

1. A valid Alaska Business License for the individual business. 
   For information contact the Alaska Department of Commerce and Economic Development in Juneau at (907) 465-2550 or in Anchorage at (907) 269-8173 or online at:  
   www.commerce.alaska.gov/occ/home_bus_licensing.html

2. Alaska Department of Fish & Game Sportfish Business Owner/Guide License.  
   ADF&G Sport Fishing Business Owner/Guide Licenses applications are available at ADF&G offices. Licenses can be purchased online at www.adfg.alaska.gov
   Alaska Department of Fish and Game vessel stickers and tags, freshwater site code list and logbooks are available at ADF&G offices. For information contact ADF&G at (907) 267-2390.

3. A list of owners and ALL EMPLOYEES providing commercial services under the permit. The following documentation must be provided for owners, operators and ALL EMPLOYEES providing commercial services:
   • A valid driver’s license or government issued photo identification card.
   • A valid U.S. Coast Guard License for all powerboat operators (any vessel powered by any motor) who carry passengers for hire. Contact U.S. Coast Guard Licensing at (907) 271-6736.
   • Documentation with expiration date of enrollment in a U.S. Coast Guard certified and approved random drug testing program for individuals who hold a U.S. Coast Guard License. The program must notify the Coast Guard in the event of a positive test.
   • A valid Alaska Sport Fishing License for individuals who take clients sport fishing. Licenses are available via on-line at:  
     www.adfg.alaska.gov
   • A valid Alaska Hunting License and Guide License for individuals who provide guided hunting services.
   • A valid Airmans Certificate, both front and back of the certificate, for each pilot.
   • A valid Alaska Transporter’s License for registered transporters.
   • A valid American Red Cross Basic First Aid certification or the equivalent with an expiration date.

4. A list of ALL highway vehicles, motorized watercraft, boat trailers, utility trailers and snowmobiles operated or moored within the permit area. List must include make, model and registration number.  
   A valid State of Alaska registration must be on file for each as follows:
   • All motorized watercraft operated or moored within the permit area. The registration must be carried aboard the vessel whenever it is in operation.

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- All **highway vehicles, boat trailers** and **utility trailers** operated within the permit area. Registration must be carried in all vehicles whenever in operation. Alaska law requires that vehicles be registered in Alaska once the owner begins working in the state. **All** vehicles and boat trailers used for a guide business must be registered commercially.
- **All snowmobiles** operated within the permit area. Snowmobile registration must be carried whenever the snowmobile is in operation.

Vehicle registration forms and information are available online at [http://doa.alaska.gov/dmv/forms/forms.htm](http://doa.alaska.gov/dmv/forms/forms.htm) or the Dillingham DMV located at Alaska Street and D Street, Dillingham Alaska, 99576 or 907-842-5162.

5. A list of all **aircraft** including make, model and FAA registration number.

6. The business owner shall furnish proof to the authorizing officer that he/she has commercial liability **insurance** to cover commercial operations and the authorizing officer shall approve such insurance. A minimum of $100,000 per person/$300,000 combined single limit per occurrence public 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 Permitting Office: Division of Parks and Outdoor Recreation; Gilman River Center; 514 Funny River Road; Soldotna, Alaska 99669; telephone: (907) 714-2470; fax: (907) 260-5992, of cancellations, non-renewal or material alteration of such insurance or lapse of insurance.

7. A $100.00 non-refundable permit application processing fee will be applied to all State Park commercial operator permits. The fee for a commercial use permit to operate in Wood-Tikchik State Park in 2015 is $250.00 (total of $350.00 including application processing fee).

8. **END OF SEASON REPORTS**: End of Season Reports must be submitted prior to any permits being issued for the following year. End of season reports are the responsibility of the owner of the commercial entity permitted for operation within Wood-Tikchik State Park. All end of season reports are due on or before December 1 of the permitted season. Employers are required to list ALL employees’ names on the use report.

9. **Signed Stipulations** for the business owner and ALL employees providing commercial services under the permit.

Please Note: IN PERSON PERMITTING WILL BE DONE BY APPOINTMENT ONLY. Please call 907-714-2471 to make an appointment. We will gladly copy paperwork and add information to your file at any time.

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