



State of Alaska
Department of Commerce, Community and Economic Development
Division of Corporations, Business and Professional Licensing
BIG GAME COMMERCIAL SERVICES BOARD
State Office Building, 333 Willoughby Avenue, 9th Floor
PO Box 110806, Juneau, AK 99811-0806
Phone: A – K (907) 465-2543 L – Z (907) 465-2691 ★ Fax: (907) 465-2974
E-mail: license@alaska.gov
Website: www.commerce.alaska.gov/occ/pgui.htm

TRANSPORTER LICENSE APPLICATION

PLEASE READ THE INSTRUCTIONS BEFORE COMPLETING THE APPLICATION. ANY PORTION OF THE APPLICATION THAT IS NOT SUBMITTED OR COMPLETED WILL DELAY THE ISSUANCE OF YOUR LICENSE. ALL LICENSES ARE RENEWED BIENNIALLY ON DECEMBER 31 OF ODD-NUMBERED YEARS.

A person is entitled to a transporter license if the applicant

- meets the requirements of AS 08.54.605;
- has financial responsibility in place in the amount of \$100,000 minimum. Financial responsibility can be demonstrated by general liability insurance, assets, or a bond in the requisite amount; and

Other: Applicants that are a corporation, LLC, or LLP must have articles of incorporation or articles of organization on file with the Division of Corporations, which is in good standing.

The following must be submitted to the above address:

1. A check or money order payable to the State of Alaska as follows:
 - \$100.00 application fee (nonrefundable).
 - \$450.00 Resident license fee or \$900.00 Nonresident license fee.
2. Completed, notarized or postmaster stamped application.
3. Photocopies of the Federal Aviation Administration and/or United States Coast Guard licenses applicable to the applicant's operation.
4. The Department will perform a query of the Division of Corporations database to verify that the applicant who states they are a corporation, LLC or LLP, has current articles of incorporation or articles of organization on file, which is in good standing.

ELIGIBILITY FOR LICENSURE – AS 08.54.605

(a) A person may not receive a transporter license if

(1) the person has been convicted of

- (A) a violation of a state or federal hunting, guiding, or transportation services statute or regulation for which
 - (i) the person was imprisoned for more than five days within the previous five years;
 - (ii) an unsuspended fine of more than \$2,000 was imposed in the previous 12 months;
 - (iii) an unsuspended fine of more than \$3,000 was imposed in the previous 36 months; or
 - (iv) an unsuspended fine of more than \$5,000 was imposed in the previous 60 months;
- (B) a felony within the last five years;
- (C) a felony offense against the person under AS 11.41 within the last 10 years; or

(2) the person's right to obtain, or exercise the privileges granted by a hunting, guiding, outfitting, or transportation services license is suspended or revoked in this state or another state or in Canada.

Definitions

Person, according to AS 01.10.060(a)(8), a "person" includes a corporation, company, partnership, association, organization, business trust, or society as well as a natural person.

Natural person is a living breathing human being, as opposed to a legal entity like a corporation.

Resident according to AS 16.95.940(27) "resident" means

- (A) a person who for the 12 consecutive months immediately preceding the time when the assertion of residence is made has maintained the person's domicile in the state and who is neither claiming residency in another state, territory, or country nor obtaining benefits under a claim of residency in another state, territory, or country;
- (B) a partnership, association, joint stock company, trust, or corporation that has its main office or headquarters in the state; a natural person who does not otherwise qualify as a resident under this paragraph may not qualify as a resident by virtue of an interest in a partnership, association, joint stock company, trust, or corporation;
- (C) a member of the military service, or United States Coast Guard, who has been stationed in the state for the 12 consecutive months immediately preceding the time when the assertion of residence is made;
- (D) a person who is the dependent of a resident member of the military service, or the United States Coast Guard, and who has lived in the state for the 12 consecutive months immediately preceding the time when the assertion of residence is made; or
- (E) an alien who for the 12 consecutive months immediately preceding the time when the assertion of residence is made has maintained the person's domicile in the state and who is neither claiming residency in another state, territory, or country nor obtaining benefits under a claim of residency in another state, territory, or country;

Transportation Services – AS 08.54.790(10)

“Transportation Services” means the carriage for compensation of big game hunters, their equipment, or big game animals harvested by hunters to, from, or in the field; “transportation services” does not include the carriage by aircraft of big game hunters, their equipment, or big game animals harvested by hunters

(A) on nonstop flights between airports listed in the Alaska supplement to the Airmen’s Guide published by the Federal Aviation Administration; or

(B) by an air taxi operator or air carrier for which the carriage of big game hunters, their equipment, or big game animals harvested by hunters is only an incidental portion of its business; in this subparagraph, “incidental” means transportation provided to big game hunters by an air taxi operator or air carrier who does not

(i) charge more than the usual tariff or charter rate for the carriage of big game hunters, their equipment, or big game animals harvested by hunters; or

(ii) advertise transportation services or big game hunting services to the public; in this subparagraph, “advertise” means soliciting big game hunters to be customers of an air taxi operator or air carrier for the purpose of providing air transportation to, from, or in the field through the use of print or electronic media, including advertising at trade shows, or the use of hunt broker services or other promotional services.

Big Game Hunting Services – AS 08.54.790(2)

“Big Game Hunting Service” means a service for which the provider of the service must obtain a registered guide-outfitter, class-A assistant guide, or assistant guide license; “big game hunting service” includes guiding services and outfitting services.

Outfit – AS 08.54.790(9)

“Outfit” means to provide, for compensation or with the intent to receive compensation, services, supplies, or facilities to a big game hunter in the field, by a person who neither accompanies nor is present with the big game hunter in the field either personally or by an assistant.

Guide – AS 08.54.790(8)

“Guide” means to provide, for compensation or with the intent or with an agreement to receive compensation, services, equipment, or facilities to a big game hunter in the field by a person who accompanies or is present with the big game hunter in the field either personally or through an assistant; in this paragraph, “services” includes

(A) contracting to guide or outfit big game hunts;

(B) stalking, pursuing, tracking, killing, or attempting to kill big game;

(C) packing, preparing, salvaging, or caring for meat, except that which is required to properly and safely load the meat on the mode of transportation being used by a transporter;

(D) field preparation of trophies, including skinning and caping;

(E) selling, leasing, or renting goods when the transaction occurs in the field;

(F) using guiding or outfitting equipment, including spotting scopes and firearms, for the benefit of a hunter; and

(G) providing camping or hunting equipment or supplies that are already located in the field.

Compensation – AS 08.54.790(4)

“Compensation” means payment for services including wages or other remuneration but not including reimbursement for actual expenses incurred.

12 AAC 75.940. COMPENSATION: FORM AND TIME RECEIVED. For the purposes of “compensation” as defined in AS 08.54.790, “payment for services” includes receiving remuneration, directly or indirectly, for any

provision of services, equipment, or facilities in the field to a person who, in fact,

(1) engages in big game hunting; and

(2) uses or benefits from the services, equipment, or facilities.

BE ADVISED

The Board will seek maximum penalties of big game commercial services license holders who are found to be in violation of any state hunting, guiding, outfitting, or transportation services statutes and/or regulations.

NOTICE OF PROPOSED REGULATIONS CHANGES

If you would like to receive notice of all proposed Big Game Commercial Services Board regulation changes, please send a written request adding your name to the Big Game Commercial Services Board Interested Parties List to:

REGULATIONS SPECIALIST

Department of Commerce, Community, and Economic Development

Division of Corporations, Business and Professional Licensing

P.O. box 110806

Juneau, Alaska 99811-0806

UNLAWFUL ACTS – AS 08.54.710

It is unlawful for a person

- without a current transporter license to knowingly advertise as, or represent to be, a transporter;
- who is licensed as a transporter, or who provides transportation services under a transporter license to, to knowingly accompany or remain in the field with a big game hunter who is a client of the person except as necessary to perform the specific duties of embarking or disembarking big game hunters, their equipment, or big game animals harvested by hunters;
- knowingly provide transportation services without holding a current transporter license;
- who is licensed under this chapter to intentionally obstruct or hinder or attempt to obstruct or hinder lawful hunting engaged in by a person who is not a client of the person;
- who holds a transporter license to enter or remain on private, state, or federal land without prior authorization during the course of providing transportation services;
- to knowingly violate a state statute or regulation prohibiting waste of a wild food animal or hunting same day airborne;
- without a current registered guide-outfitter license to knowingly outfit a big game hunt, provide outfitting services, advertise as an outfitter of big game hunts, or represent to be an outfitter of big game hunts.

GENERAL INFORMATION

Social Security Numbers

Alaska Statutes (AS) 08.01.060(b) and 08.01.100(e) require an applicant for an occupational license to provide a United States Social Security Number. However, if you do not have a social security number issued to you, you may qualify for an exception. Contact the Division and request a "Request for Exception from Social Security Number Requirement" (Form 08-4372) to be mailed to you or obtain from the Division web page at: www.commerce.alaska.gov/occ.

Payment of Child Support and Student Loans

If the Alaska Child Support Enforcement Division has determined that you are in arrears on child support, or if the Alaska Commission on Post-Secondary Education has determined you are in loan default, you may be issued a nonrenewable temporary license valid for 150 days. Contact Child Support Services at (907) 269-6900 or the Post-Secondary Education office at (907) 465-2962 or 1-800-441-2962 to resolve payment issues.

Renewal

Renewal notices are mailed at least 30 days prior to license expiration. It is the licensee's responsibility to ensure renewal of the license. Please contact the division if you have a change of address. Failure to receive a renewal notice does not excuse nonrenewal.

Abandonment

Under 12 AAC 02.910, an application is considered abandoned when 12 months have elapsed since correspondence was last received from or on behalf of the applicant. An abandoned application is denied without prejudice and the application fee is forfeited.

Corporations, LLC, and LLP

For information on how to file articles of incorporation or articles of organization, call (907) 465-2997 or use Internet address: www.commerce.alaska.gov/occ

Business Licenses

For information about business licenses, call (907) 465-2550, or use Internet address: www.commerce.alaska.gov/occ

Please be aware that all information on this form will be available to the public, unless required to kept confidential by state or federal law. **In addition, current licensee information is available on the division's Website at: www.commerce.alaska.gov/occ under "License Search."**



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Website: www.commerce.alaska.gov/occ/pgui.htm

TRANSPORTER LICENSE APPLICATION

This application must be completed in full. Type or print all information legibly in ink.

Submit a complete, notarized or postmaster-stamped application and a check or money order payable to the State of Alaska to the above address.

- Residents: \$550.00 (\$100.00 application fee (nonrefundable) and \$450.00 license fee)
Nonresidents: \$1000.00 (\$100.00 application fee (nonrefundable) and \$900.00 license fee)

RESIDENCY STATUS

According to the definition of "resident" on AS 16.05.940(27) (on page 1 of the coversheet of this application) is the Transporter applicant a resident of the State of Alaska? YES NO

ACCOMMODATIONS

As a licensed big game commercial services transporter, will you be providing accommodations in the field to big game hunters? YES NO

If "yes," please check the appropriate box(s) that apply as to the type of accommodations you will be providing to big game hunters.

- Permanent lodge owned by the transporter
Permanent cabin owned by the transporter
Permanent house owned by the transporter
Boat with permanent living quarters located on salt water

MODE OF TRANSPORTATION

Identify the mode(s) of transportation that will be used to transport big game hunters, their equipment and supplies to and from the field, and animals harvested from the field.

- Aircraft
ATV
Boat (Provide name of boat(s))
Dog Team/Horses
Highway Vehicle
Other:

Identification #(s):

TYPE OF ORGANIZATION:

- Sole Proprietorship
Partnership (two or more owners, i.e., husband and wife)
Corporation
LLC
LLP
Sole-proprietor and partnerships complete section I of page 2, section III of page 2, and all of page 3 and 4.
Corporation, LLC, or LLP complete section II of page 2, section III of pg 2, and all of page 2, 3 and 4.

I) IDENTIFICATION OF OWNER(S) – (Sole-proprietors and partnerships)

_____ Name of Natural Person	_____ Social Security Number	_____ Date of Birth
_____ Name of Natural Person	_____ Social Security Number	_____ Date of Birth
_____ Name of Natural Person	_____ Social Security Number	_____ Date of Birth
_____ Name of Natural Person	_____ Social Security Number	_____ Date of Birth

TRANSPORTER BUSINESS NAME

(The name under which you will be doing business as (d/b/a). May be the same as your given name.)

Name: _____

Mailing Address: _____

Telephone Number (Optional): _____ E-mail Address (optional): _____

Please send correspondence via: Email US Mail

II) NAME OF CORPORATION, LLC, OR LLP

Name: _____

Mailing Address: _____

Telephone Number (Optional): _____ E-mail Address (optional): _____

Please send correspondence via: Email US Mail

TRANSPORTER BUSINESS NAME: The name under which the corporation, LLC, or LLP will be doing business as (d/b/a).

III) HAVE YOU AS A SOLE PROPRIETOR OR ANY PARTNER IN A PARTNERSHIP OR HAS THE CORPORATE ENTITY, LLC, OR LLP:

YES NO

- | | | | |
|----|---|--------------------------|--------------------------|
| 1. | been convicted of a state hunting, guiding, or transportation services statute or regulation for which you were imprisoned for more than five days?..... | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. | been convicted of a crime or are you currently charged with committing a crime?
For purposes of this question, "crime" includes a misdemeanor, felony, or a military offense, including, but not limited to, driving under the influence (DUI) or driving while intoxicated (DWI), driving without a license, reckless driving, or driving with a suspended or revoked license.
"Convicted" includes having been found guilty by verdict of a judge or jury, having entered a plea of guilty, nolo contendere or no contest, or having been given probation, a suspended imposition of sentence, or a fine..... | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. | ever been arrested?..... | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. | been convicted of a state or federal hunting, guiding, or transportation services statute or regulation within the last 12 months, for which you received an unsuspended fine of more than \$2,000?..... | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. | been convicted of a state or federal hunting, guiding, or transportation services statute or regulation within the last 36 months, for which you received an unsuspended fine of more than \$3,000?..... | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. | been convicted of a state of federal hunting, guiding, or transportation services statute or regulation within the last 60 months, for which you received an unsuspended fine of more than \$5,000?..... | <input type="checkbox"/> | <input type="checkbox"/> |

PART III CONTINUED. HAVE YOU:

YES NO

- 7. had a professional license denied, revoked, suspended, or otherwise restricted, conditioned, or limited or have you surrendered a professional license, been fined, placed on probation, reprimanded, disciplined, or entered into a settlement with a licensing authority in connection with a professional license you have held in any jurisdiction including Alaska, Canada, and including that of any military authorities or is any such action pending?.....
- 8. secured or attempted to secure a license through deceit, fraud, or intentional misrepresentation?.....
- 9. failed to comply with a Board order?.....
- 10. continued or attempted to provide transportation services after becoming unfit due to professional incompetence?.....

DISCIPLINARY / INVESTIGATION / PROFESSION QUESTIONS

YES NO

- 11. Are there any unsatisfied judgments against you resulting from your transportation services?.....
- 12. Are you aware of any investigations against you, in any state, jurisdiction or in Canada?.....

PERSONAL HISTORY QUESTIONS

Within The Last Five Years Have You:

YES NO

- 13. have you been or are you currently being treated for bipolar disorder, schizophrenia, paranoia, psychotic disorder, substance abuse, depression (except for situational or reactive depression) or any other mental or emotional illness?.....
- 14. have you been or are you addicted to, excessively used, or misused alcohol, narcotics, barbiturates or habit-forming drugs?.....
- 15. have you had or do you have a physical disability or physical illness which may impair or interfere with your ability to provide big game commercial services?.....

A "Yes" answer may not prejudice your application, failure to report honestly may.

If you answered "yes" to any of the previous questions (1 - 12), you MUST submit a full explanation of the circumstances of the event(s) in your own words on a separate piece of paper. Also, you MUST submit any/all supporting documents that are applicable (court records including charging documents, judgments, certificate of completion, board actions, investigation notices, etc.)

If you answered "yes" to any of the previous questions (13 – 15), you MUST also submit a statement from your health care provider stating their relationship to the issue of concern and attesting to your ability to provide guide-outfitter, guiding, or transporting services.

AFFIDAVIT OF FIANANCIAL RESPONSIBILITY

In order to receive a license you must also provide proof of financial responsibility in the amount of \$100,000.00 minimum. Financial responsibility can be demonstrated by providing the information requested below, submitting proof of assets (form 08-4007a), or a bond in the requisite amount.

Please check the appropriate box: Insurance Bond

Name of Company Issuing Insurance or Bond

Insurance Policy or Bond Number

Policy Expiration Date

Amount and Type of Coverage Supplied by the Insurance Company or Bond

Being first duly sworn upon his/her oath, deposes and says:

I, _____, the following voluntary statement and no threats.
Applicant Name

promises, or any form of duress have been used to induce me to make this statement.

By my signature below, I declare that all facts, statements, and answers contained in this application are true and correct; I am not omitting any information that might be of value to Big Game Commercial Services Board in determining my qualifications and character, whether it is called for or not; and I agree that any falsification, omission, or withholding of information or facts concerning my qualifications as an applicant shall be sufficient to bar issuance of a license to me by the Big Game Commercial Services Board and such falsification, omissions, or withholding shall serve as sufficient grounds for the suspension, cancellation, or revocation of my Transporter license even though it is not discovered until after issuance.

I give permission to the Big Game Commercial Services Board to secure additional information concerning me or any statement in this application and supporting documents from any person or any source the board may desire. I further agree to submit to questioning by the board or any member thereof, and to substantiate any statements if desired by the board.

I addition, I certify that the transporter business will maintain during the licensing period, assets, general liability insurance, or a bond totaling at least a minimum of \$100,000 that will be available for payment of a judgement against the big game transporter business, which is a result from the transportation services provided to a client. I will notify the department within 10 days of any change to the assets, general liability insurance, or bond that has been provided with the application.

CONFIDENTIALITY

The contents of licensing files are generally considered public records. If you believe that the additional information you are attaching to explain a "yes" answer should be considered confidential, state as such in the attachment. A request for confidentiality may or may not be granted.

All information supplied with the application is considered public unless required to be kept confidential by state or federal law.

WARNING: The Board may deny issuance, suspend, or revoke the license of a person who has obtained or attempted to obtain a license to provide transportation services to big game hunters by fraud or deceit. The person may also be subject to criminal charges for perjury (AS 11.56.200).

I certify that the above statements are true and correct.

SIGN HERE 

Signature of Applicant

Printed Name

Date

CHECK ONE 

Owner Partner Corporate Officer

SUBSCRIBED AND SWORN to before me on this _____ day of _____, 20_____.



Notary Public

for the State of _____

(NOTARY SEAL)
(or postmaster stamp if notary is not available)

My Commission Expires: _____

AFFIDAVIT OF FINANCIAL RESPONSIBILITY BY MEANS OF ASSETS

- Complete this page only if you intend to use assets as your proof of financial responsibility.
- Any columns left blank will delay the issuance of your license.

Asset(s) Description	Physical Location of Assets	Current Market Value (If assets were sold or withdrawn and converted into cash)	Identification of Liens (If no liens, you must state so)	Current Market Value Minus any Liens
TOTAL – Total should equal or exceed \$100,000.00.				

I certify that I will notify the department within ten days of any change to the above information (12 AAC 75.420).

I certify that the above is true and correct and I understand that in accordance with AS 11.56.200, any person knowingly or intentionally furnishing false or fraudulent information when completing this affidavit may be subject to criminal charges for perjury.

I certify that the above assets are available for payment of a legal judgement against me resulting from my services.

WARNING: The Board may deny issuance, suspend, or revoke of a license of a person/business who has obtained a license to provide transportation services to big game hunters by fraud or deceit. The person may also be subject to criminal charges for perjury. (AS 11.56.200)

SIGN HERE

Signature of Applicant

Print Name

Date

CHECK ONE

Owner Partner Corporate Officer

SUBSCRIBED AND SWORN TO before me this _____ day of _____, 20____.

NOTARY SEAL

Notary Public

for the State of _____

My Commission Expires: _____

(Or Postmaster Stamp if Notary Public is not available.)