



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

CLASS-A ASSISTANT GUIDE 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.

Qualifications for a Class-A Assistant Guide License. A natural person is entitled to a Class-A Assistant Guide license if the person

- (1) is 21 years of age or older.
- (2) possesses a valid first aid card (basic first aid) issued by the American Red Cross or similar organization
- (3) meets the eligibility requirements set out in AS 08.54.605 (page 2); and either
 - A) has been employed during at least three calendar years as any class of licensed guide in the game management unit for which the license is sought and at least 10 years' hunting experience in the state; military service outside of the state for not more than 3 years shall be accepted as part of the required 10 years' hunting experience.

OR

- B) provide evidence that you physically reside in the game management unit in, which you are to be employed, evidence that you have had at least 15 years' hunting experience in the game management unit in which you are to be employed; military service outside of the state for not more than 3 years shall be accepted as part of the required 10 years' hunting experience, and a written recommendation from a registered guide- outfitter, who intends to employ you as a class-A assistant guide.

Note: For the purposes of satisfying the hunting experience requirements, you must have at least 20 days of big game hunting activity in a calendar year in order to receive credit for that year, and you must also show the harvest of one big game animal in the State of Alaska.

The following must be submitted to the above address:

1. A check or money order payable to the State of Alaska as follows:
 - ◆ **Resident license fee:** \$350.00 (\$100.00 application fee (nonrefundable) and \$250.00 license fee)
 - ◆ **Nonresident license fee:** \$600.00 (\$100.00 application fee (nonrefundable) and \$500.00 license fee)
2. Completed, notarized or postmaster-stamped application.
3. Complete "Authorization and Release" form.
4. A complete report of criminal justice information under AS 12.62, including fish and wildlife violations, the Alaska report can be obtained by contacting the Department of Public Safety, Alaska Wildlife Troopers at any of the following locations on page 4 and 5.

In addition to the Alaska reports, if a state other than Alaska is your primary state of residence you must submit an equivalent report, to include fish and wildlife violations from your state of residency. Nonresident applicant will need to contact your state troopers' office to obtain a complete report of criminal justice information.
5. Verification of licensure status from each state, or Canadian jurisdiction, where you hold or have held a license to provide guiding, outfitting, transportation, or other hunting services license, if any, which is to be submitted directly to the Division of Corporations, Business and Professional Licensing from the issuing government body.
6. Photocopy of your valid first aid (basic first aid) card issued by the Red Cross or similar organization.
7. Supporting documentation that is required for option A or B whichever applies.

ELIGIBILITY FOR LICENSURE – AS 08.54.605

- (a) A person may not receive a license if
- (1) the person has been convicted of
 - (A) a violation of a state of 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, or outfitting, or transportation services license is suspended or revoked in this state or another state or in Canada.

It is unlawful for a person to guide without having a current, valid guide license and hunting license in actual possession.

Class-A Assistant Guides:

- 1 may not contract to guide or outfit a big game hunt;
- 2 shall be employed by and under the supervision of a registered guide-outfitter who has contracted with the client for whom the class-A assistant guide is conducting the hunt;
- 3 may take charge of a camp and conduct guide activities from the camp without the contracting registered guide-outfitter being in the field and participating in the contracted hunt if the contracting registered guide-outfitter is supervising the guiding activities;
- 4 may not perform functions of a class-A assistant guide outside of the GMU for which the license is issued; and
- 5 may be employed by a registered guide-outfitter to perform the functions of an assistant guide in any GMU.

BE ADVISED

The Big Game Commercial Service Board will seek maximum penalties for big game commercial services license holders who are found to have violated a hunting, guiding and/or transportation services statute or regulation.

Definitions

Natural Person, means a living, breathing human being, as opposed to a legal entity such as a corporation.

Resident AS 16.05.940(27), "resident" means 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; 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; 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; 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 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.

Pilot Experience Requirements

If you personally pilot an aircraft to transport clients during the provisions of big game commercial hunting services, you must show proof of a current commercial pilot's license or 500 hours of flying time in the state (AS 08.54.680(b)).

Law Enforcement Officers

If you are a fish and game law enforcement officer for the State of Alaska, United States Department of the Interior or the United States Department of Agriculture, you may not hold or earn experience credits to apply for a Registered Guide-Outfitter license while you are a law enforcement officer and for three months after termination status as a law enforcement officer (AS 08.54.640(a)).

Game Biologists

A person who holds any class of guide license and who is employed by the Department of Fish and Game or a federal wildlife management agency may not, while employed by the department or agency as a game or wildlife biologist and for 12 months after leaving employment with the department or agency as a game management or wildlife biologist, engage in providing big game hunting services in a game management unit in which the person conducted game or wildlife management or research activities for the department or agency at any time during the preceding 12 months (AS 08.54.640(c)).

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.

Renewal

Renewal notices are mailed at least 30 days prior to the 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.

Abandoned Applications

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.

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.

Please be aware that all information on this form will be available to the public, unless required to be 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."**

NOTICE OF PROPOSED REGULATION 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, AK 99811-0806**

Alaska Wildlife Troopers

Department of Public Safety

The Department of Public Safety, Criminal Records and Identification (R & I) Bureau maintains Alaska Criminal Justice Information.

Alaska Criminal Justice Information may be obtained by submitting a request based on name search, there is a fee for an Alaska Criminal Justice Information search, please contact the Alaska State Troopers for the fee.

BACKGROUND CHECK

An application for Alaska Criminal Justice Information search can be obtained on-line at: <http://www.dps.alaska.gov/statewide/background/index.asp> or a request can be made in person at one of the below offices.

When you appear in person, you must present two pieces of identification, one of which must be valid picture identification issued by a government unit (example: driver's license or identification card, a passport or visa).

LOCATIONS

Anchorage DPS – R & I 5700 E. Tudor Road Anchorage, AK 99507 907-269-5767	Monday - Friday 8:15 am – 4:00 pm	Fairbanks DPS 1979 Peger Road Fairbanks, AK 99709 907-451-5100	Monday - Friday 8:00 am – 4:00 pm
Aniak ABWE Post PO Box 167 Aniak, AK 99557 800-675-4398	Monday - Friday 8:00 am – 12:00 pm	Fairbanks PD (Volunteers only) 911 Cushman Street Fairbanks, AK 99701 907-459-6500	Monday - Friday 10:00 am – 6:00 pm
Bethel DPS Braun Building 3200 State Highway Bethel, AK 99559 907-543-2294	Monday - Friday 8:00 am – 4:00 pm	Galena DPS Old Galena Air Force Base Galena, AK 99741 907-656-1233	By Appointment Only
Bristol Bay PD Building 150 Airforce Base King Salmon, AK 99613 907-246-4222	Monday - Friday 8:00 am – 4:00 pm	Girdwood DPS Girdwood Tesoro Mall Suite 8 Girdwood, AK 99587 907-783-0972	Monday - Friday 9:00 am – 2:30 pm
Cordova DPS 711 First Cordova, AK 99574 907-424-3184	Monday - Friday 8:00 am – 12:00 pm Closed for Lunch 12:30 pm – 4:00 pm	Haines DPS 159 Main Street Haines, AK 99827 907-766-2552	By Appointment Only
Delta Junction DPS 1420 Alaska Hwy Jarvis Bldg. Delta Junction, AK 99737 907-895-4800	Monday - Friday 8:00 am – 4:00 pm	Homer DPS 34115 Sterling Hwy Anchor Point, AK 99556 907-235-8239	Monday - Friday 8:30 am – 4:00 pm
Dillingham DPS 536 Kenny Wren Road Dillingham, AK 99576 907-842-5641	Monday - Friday 8:00 am – 4:00 pm	Juneau DPS 2760 Sherwood Lane Juneau, AK 99801 907-465-4000	Monday - Friday 8:00 am – 12:00 pm Closed for Lunch 1:00 pm – 4:00 pm

LOCATIONS CONTINUED

Juneau R & I 450 Whitter Street Juneau, AK 99811 907-465-4343	Monday - Friday 8:00 am - 12:00 pm Closed for Lunch 1:00 pm - 4:00 pm	Seward DPS City Hall 5 th Adams Streets Seward, AK 99664 907-224-3346	Monday - Friday 8:00 am - 12:00 pm Closed for Lunch 1:00 pm - 4:30 pm
Ketchikan DPS Dispatch Center 5150 N. Tongass Hwy Ketchikan, AK 99901 907-225-5118	24 hours a day, seven (7) days a week	Sitka Training Academy 877 Sawmill Creek Hwy. Sitka, AK 99835 907-747-6611	Monday - Friday 8:00 am - 4:30 pm
Ketchikan JS Ketchikan State Office Building 415 Main Street Room 309 Ketchikan, AK 99901	Monday - Friday 8:00 am - 12:00 pm Closed for Lunch 12:30 pm - 4:30 pm	Soldotna DPS 46333 Kalifornsky Beach Rd Soldotna, AK 99669 907-260-2700	Monday - Friday 8:30 am - 4:00 pm
Klawock DPS 6729 Klawock-Hollis Hwy Klawock, AK 99925 907-755-2918	By Appointment Only	Talkeetna DPS Talkeetna Alaskan Lodge 12.5 Mile Talkeetna Spur Rd Talkeetna, AK 99676 907-733-2256	Monday - Friday 8:00 am - 4:00 pm
Kodiak DPS 211 Bartel Avenue Kodiak, AK 99615 907-486-4121	Mon 8:00 - 11:00 am Tues 8:00 - 1:00 pm Wed 8:00 - 11:00 am Thurs 8:00 - 11:00 am Fri 8:00 am - 12:00 pm	Tok DPS 1314.5 Alaska Hwy Tok, AK 99780 907-883-4471	Monday - Friday 8:00 am - 4:00 pm
Kotzebue DPS 240 5 th Avenue Kotzebue, AK 99752 907-442-3222	Monday - Friday 8:00 am - 4:30 pm	Unalaska PD 29 Safety Way Unalaska, AK 99685 907-581-1233	24 Hours a day, seven (7) day a week
Nome DPS 245 Front Street Nome, AK 99762 907-443-2835	Monday - Friday 8:00 am - 12:00 pm Closed for Lunch 1:00 pm - 4:30 pm	Valdez DPS 115 Meals Avenue Valdez, AK 907-835-4307	Sunday - Thursday 9:00 am - 5:00 pm
North Slope Borough PD 1068 Kiogak Barrow, AK 99723 907-852-6111	Monday - Friday 8:30 am - 4:30 pm	Wrangell DPS 215 Front Street Wrangell, AK 99929 907-874-3215	Sat - Wed 10:00 am - 6:00 pm by appointment only; Leave a message at 874-3215
Palmer DPS 453 S. Valley Road Palmer, AK 99645 907-745-2131	Wed 8:00 am - 4:00 pm Fri 8:00 am - 4:00 pm	Wrangell PD 431 Zimovia Hwy Wrangell, AK 99929 907-874-3304	Monday - Friday 8:00 am - 4:00 pm



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GUI

For Division Use Only

CLASS-A ASSISTANT GUIDE LICENSE APPLICATION

Type or print all information legibly in ink.

Submit a complete, notarized or postmaster stamped application and all supporting documents with a check or money order payable to the State of Alaska as follows:

- ◆ **Residents:** **\$350.00** (\$100.00 application fee (nonrefundable) and \$250.00 biennial license fee)
- ◆ **Nonresidents:** **\$600.00** (\$100.00 application fee (nonrefundable) and \$500.00 biennial license fee)

Name: _____ Telephone: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Date of Birth: _____ Social Security Number: _____ Sex: _____

E-mail Address: _____

Please send correspondence via: Email US Mail

RESIDENCY STATUS

YES NO

According to the definition of "resident" (on page 2 of the coversheet of this application) are you a resident of the State of Alaska?

There are two different methods by which you can apply for a Class-A Assistant Guide license. Please Check the appropriate box, answer the questions and attach all supporting documents required.

Option A

YES NO

1. Have you been employed during at least three calendar years as any class of licensed guide in the Game Management Unit(s) (GMU) you wish to be licensed?

If "yes," have the Registered Guide-Outfitter for whom you have worked complete form 08-4008b "Affidavit of Guide of Experience."

2. Do you have 10 years' of legal big game hunting experience in the State of Alaska including the harvest of one big game animal in the State of Alaska? (You must have hunted 20 days for big game in each of the 10 years. 12 AAC 75.920(b))

If "yes," complete form 08-4008c "Affidavit of Alaska Hunting Experience."

Do you have military service outside of the state you would like to be considered as part of your 10 years' hunting experience requirement?

If "yes," please list the period of services (not more than three years will be accepted): _____

Option B

YES NO

1. Do you physically reside in the Game Management Unit (GMU) in which you will be employed?

2. Do you have 15 years' of legal big game hunting experience in the GMU which you are to be employed? (You must have hunted at least 20 days for big game in each of the 15 years. 12 AAC 75.920(b))

3. Have you harvested one big game animal in the State of Alaska?

If you answered "yes" to questions 1 - 3, you will need three different people to complete on your behalf, form 08-4008e "Affidavit of Residency, Hunting Experience and Harvest of Big Game Animal."

➤ Have your intended employer (licensed Registered Guide-Outfitter) complete form 08-4008d "Letter of Recommendation."

NOTE: If you are able to answer “yes” to questions 1 and 2 in option A or questions 1-3 in option B on the previous page, please answer the questions on the continuing pages. If you answered “no” to any of the questions in option A or B, you are not eligible to apply for licensure as a Class-A Assistant Guide.

OTHER STATE OR PROVINCE LICENSES

List all licenses that you hold or have held to provide guiding, outfitting, transportation, or other hunting services.

State/Province	License Type:	License No.	Date of Issuance	Expiration Date

DISCIPLINARY / INVESTIGATION / PROFESSION QUESTIONS

YES NO

- 1. Have you 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.
- 2. Are there any unsatisfied judgments against you resulting from your big game services?
- 3. Are you aware of any investigations against you, in any state, jurisdiction or in Canada?
- 4. Have you ever 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?

HAVE YOU:

- 5. ever been arrested?
- 6. been convicted within the last five years, of a state or federal hunting, guiding, or transportation services statute or regulation, for which you were imprisoned for more than five days?
- 7. 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?
- 8. 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?
- 9. been convicted of a state or 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?
- 10. secured or attempted to secure a license through deceit, fraud, or intentional misrepresentation?
- 11. failed to comply with a Board order?
- 12. continued or attempted to provide big game commercial services after becoming unfit due to professional incompetence?

PERSONAL HISTORY QUESTIONS

Within the last five years have you:

YES NO

- 13. 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. been or are you addicted to, excessively used, or misused alcohol, narcotics, barbiturates or habit-forming drugs?
- 15. 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.

- | | YES | NO |
|---|--------------------------|--------------------------|
| 16. been a state or federal law enforcement officer engaged in fish and wildlife protection in the past three months? | <input type="checkbox"/> | <input type="checkbox"/> |
| If "yes," state the date of your termination: _____ | | |
| 17. been employed by the Department of Fish and Game or a federal wildlife management agency as a game or wildlife biologist within the last 12 months? | <input type="checkbox"/> | <input type="checkbox"/> |
| If "yes," state your date of employment and the unit(s) you were employed in:
Hire date: _____ Termination date: _____ Game Management Unit(s): _____ | | |
| 18. Will you personally pilot an aircraft to transport clients? | <input type="checkbox"/> | <input type="checkbox"/> |
| If "yes" complete form 08-4008f. | | |

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

I, _____, make the following voluntary statement and no
(Applicant Name)

threats, 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 the 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 Class-A Assistant Guide license even though it is not discovered until after issuance.

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 that in the attachment. A request for confidentiality may or may not be granted.

All information supplied with this application is considered public record 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 big game commercial services 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: _____

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



Notary Public

SEAL

for the State of _____

(or postmaster stamp if notary is not available)

My Commission Expires: _____



State of Alaska
Department of Commerce, Community and Economic Development
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Big Game Commercial Services Board
P.O. Box 110806
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Website: www.commerce.alaska.gov/occ/pgui.htm

AUTHORIZATION FOR RELEASE OF RECORDS

THIS FORM MUST BE COMPLETED AND RETURNED WITH THE APPLICATION

TO WHOM IT MAY CONCERN:

I, _____, residing at
Applicant Name (Please print full name)

_____, hereby authorize the
(Please print full address)

Division of Corporations, Business and Professional Licensing (Division) and its investigator to examine my medical, employment records including all training which pertains to my involvement in the guiding, outfitting and transportation services industry, and any records pertaining to litigation, judgments, suits, and/or settlements, and any law enforcement records pertaining to me and discuss them with persons having possession of them. I also expressly permit and authorize the release of any and all such records pertaining to me to the Division and its investigators.

I authorize the Division to discuss my records with persons or organizations that are considered appropriate by the Division in connection with an official investigation, and to provide copies of my records to those persons or organizations deemed appropriate by the Division.

This release also applies to any documents or records which contain information pertaining to psychiatric, psychological, drug, or alcohol evaluation, counseling, diagnosis or treatment received by me, which were prepared or made in conjunction with, or under the authority or guidance of any local, state, or federal law, which relates to psychiatric, drug or alcohol evaluation, diagnosis or treatment, including all information previously identified, collected, or stored under the authority of any state or federal law.

I request that upon presentation of this release, or a Certified True Copy thereof, that you provide copies of those records to the Division and/or its investigators, and/or representatives of the Office of the Attorney General of the State of Alaska.

This authorization expires one (1) year from the date of my signature below.

Applicant Signature

Date

Home Telephone Number

Work Telephone Number

NOTE: A photocopy reproduction of this request shall be, for all intents and purposes, as valid as the original.



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AFFIDAVIT OF GUIDE EXPERIENCE

Type or print all information legibly in ink.

Option - A

This form is to be completed by a Registered Guide-Outfitter who can certify that you have held a guide license for three years in at least one Game Management Unit (GMU).

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

I make the following voluntary signed statement and no threats, promises, or any form of duress have been used to induce me to make this statement.

I, _____, License Number: _____
(Registered Guide-Outfitter)

hereby certify that _____
(Applicant Name)

Has been employed as a class of licensed guide for the following year(s): _____
(list each individual year. i.e.: 1999, 2002, 2004)

In GMU(s): _____.

I understand that, in accordance with Alaska Statute 11.56.200, any person knowingly or intentionally furnishing false or fraudulent information when completing this affidavit is subject to imprisonment for not more than one year, a fine of not more than \$5,000.00 or both.

I certify that the above information is true and correct.

SIGN HERE 

Signature of Registered Guide-Outfitter

Printed Name

Date

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

SEAL



Notary Public

for the State of _____

(or postmaster stamp if notary is not available)

My Commission Expires: _____



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For Division Use Only

AFFIDAVIT OF ALASKA HUNTING EXPERIENCE

Type or print all information legibly in ink.

Option - A

This form is to be completed by the applicant.

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

I make the following voluntary signed statement and no threats, promises, or any form of duress have been used to induce me to make this statement.

I, _____, have legally hunted big game in the State of Alaska at least 20 days in each of the following 10 calendar years and harvested the following big game animal(s) in the State of Alaska.

Identify the 10 years of legal big game hunting:

Identify the big game animal(s) harvested: _____

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 big game commercial services by fraud or deceit. The person may also be subject to criminal changes for perjury (AS 11.56.200).

I certify that the above information is true and correct.

SIGN HERE [arrow]

Signature of Applicant

Printed Name

Date

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

SEAL [arrow]

Notary Public

for the State of _____

(or postmaster stamp if notary is not available)

My Commission Expires: _____



State of Alaska
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E-mail: license@alaska.gov
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LETTER OF RECOMMENDATION
OPTION - B

Type or print all information legibly in ink.

This form is to be completed by Master or Registered Guide-Outfitter who intends to employ the applicant.
Please type or write clearly your letter of recommendation on the lines below. Additional pages may be attached, if necessary.

Applicant Name

1. Do you intend to employ the applicant as an assistant guide?
Yes No If "yes" what is your master or registered guide-outfitter license number?

2. How long have you known the applicant?

3. Do you believe the applicant to be an ethical person? Yes No

4. What is your relationship with the applicant?

5. List the applicant's skills that you have knowledge of:

6. Additional Comments:

I understand that, in accordance with Alaska Statute 11.56.200, any person knowingly or intentionally furnishing false or fraudulent information when completing this form is subject to imprisonment for not more than one year, a fine of not more than \$5,000.00 or both.

I certify that the above information is true and correct.

SIGN HERE

Signature of Registered Guide-Outfitter

Printed Name

Date

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

SEAL

Notary Public

for the State of

My Commission Expires:

(or postmaster stamp if notary is not available)



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
E-mail: license@alaska.gov
Website: www.commerce.alaska.gov/occ/pgui.htm

For Division Use Only

AFFIDAVIT OF HUNTING & RESIDENCY
OPTION - B

Type or print all information legibly in ink.

This form is to be completed by a individual on your behalf who can certify that you resided in and have legally hunted big game at least 30 days in 15 calendar years in the game management unit, in which you will be employed as a class-A Assistant Guide and that you have harvested one big game animal in the State of Alaska.

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

I make the following voluntary signed statement and no threats, promises, or any form of duress have been made to induce me to make this statement.

I certify that _____, physically resides in the Game Management (Applicant Name)

Unit _____, and has legally hunted big game in the State of Alaska at least 30 days in each of the following 15 calendar years and harvested the following big game animal(s) in the State of Alaska.

1. Identify 15 years of legal big game hunting:

Grid for listing 15 years of legal big game hunting with five columns and three rows of lines.

2. Identify the big game animal(s) harvested: _____

I understand that, in accordance with Alaska Statute 11.56.200, any person knowingly or intentionally furnishing false or fraudulent information when completing this affidavit is subject to imprisonment for not more than one year, a fine of not more than \$5,000.00 or both.

I certify that the above information is true and correct.

SIGN HERE with arrow pointing right

Signature

Printed Name

Date

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

SEAL



Notary Public

for the State of _____

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Signature

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SEAL



Notary Public

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SIGN HERE with arrow pointing right

Signature

Printed Name

Date

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

SEAL with arrow pointing right

Notary Public

for the State of _____

My Commission Expires: _____

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For Division Use Only

VERIFICATION OF COMMERCIAL PILOT'S LICENSE
OR
AFFIDAVIT OF FLYING EXPERIENCE
AS 08.54.680(b)

A Registered Guide-Outfitter, Class-A Assistant Guide, or an Assistant Guide who will personally pilot an aircraft to transport clients during the provisions of big game hunting services shall have a commercial pilot's rating or a minimum of 500 hours of flying time in Alaska.

Type or print all information legibly in ink.



Complete this section if you have a commercial pilot's rating and intend to personally pilot an aircraft to transport clients during the provision of big game hunting services.

COMMERCIAL PILOT'S RATING CERTIFICATION

Attach a photocopy of your current commercial pilot's license to this form and present this form with the photocopy to the Notary Public or postmaster.

I, (Applicant Name), hereby swear (or affirm) that the attached reproduction of the my current commercial pilot's license is a true, correct, and complete photocopy of the commercial pilot's license in my possession.



Complete this section if you have a minimum of 500 hours of flying time in Alaska and intend to personally pilot an aircraft to transport clients during the provision of big game hunting services.

AFFIDAVIT OF FLYING EXPERIENCE

I make the following voluntary signed statement and no threats, promises, or any form of duress have been used to induce me to make this statement.

I, (Applicant Name), have personally flown (piloted) at least 500 hours in Alaska .

List the number of hours you have personally flown (piloted) in Alaska: _____

WARNING: The Board may deny issuance, suspend, or revoke the license of a person who has obtained or attempted to obtain a license to practice as an Assistant Guide by fraud or deceit. The person may also be subject to criminal charges for perjury (AS 11.56.200).

I certify that the above information is true and correct.

Applicant Signature

Applicant Printed Name

Date

SUBSCRIBED AND SWORN to before me, a Notary Public, in and for the State of _____ this _____ day of _____, 20____.

Seal

Notary Public Signature

(or Postmaster Stamp if Notary Public is Not Available)

My Commission Expires: _____



State of Alaska
Department of Commerce, Community and Economic Development
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AUTHORIZATION FOR INTERSTATE EXCHANGE OF EXAMINATION AND LICENSURE INFORMATION

If you hold, or have ever held a license to provide guiding, outfitting, transportation, or other hunting services in another state or in Canada, this form is essential to the application you are filing with the Big Game Commercial Services Board. Before your application can be considered for approval, the information requested below must be officially verified by the guide-outfitter board(s) in all states and Canada where you hold or have ever held a license. Please complete the information requested and forward it to the state(s) or Canadian provinces in which you hold or have ever held a license to provide big game guiding, outfitting, transportation, or other hunting services. You are advised to check with that state or province before forwarding this form to determine if there are additional requirements to be met before the information will be released, i.e.(verification fee).

PART I - TO BE COMPLETED BY THE APPLICANT (Please type or print legibly):

(Please Print Full Name) Maiden Name
Address Street or P.O. Box City State (Country) Zip Code
Date of Birth: License No.:

I hereby request and authorize to provide any and all pertinent information requested in this form to the Alaska Big Game Commercial Services Board to complete an application filed with that agency.

Signature Date Signed

PART II - NOT TO BE COMPLETED BY THE APPLICANT

The above applicant is applying for licensure in this state. Please complete the following and return directly to the Big Game Commercial Services Board.

State/Agency:
Name of Licensee:
License No.: Issued Effective:
License Type:
License is current: Lapsed: Expiration date:

If the applicant's license has lapsed or expired, please explain why (e.g., failure to pay licensing renewal fees, etc.):

Date of exam: _____ The examination consisted of the following subjects:

SUBJECTS	GRADES	PRACTICAL/ORAL/WRITTEN

Has the applicant's license ever been suspended or revoked? YES NO If "yes," for what reason.

Has the applicant been subject to any other disciplinary action(s) (e.g., letter of warning, fine, probation, stipulation)?
 YES NO If "yes," please provide a copy of the official action taken.

Please provide any information you believe relevant to the applicant's qualifications and fitness to provide guiding services.

General Comments: _____

Signed: _____

Printed Name: _____

Title: _____

State Board/Agency: _____

Date: _____

STATE BOARD
OR
AGENCY
SEAL

Please return this form directly to:

Department of Commerce, Community, and
Economic Development
Division of Corporations, Business and
Professional Licensing
Big Game Commercial Services Board
P.O. Box 110806
Juneau, AK 99811-0806