

CHICKASAW NATIONAL RECREATION AREA

COMMERCIAL USE AUTHORIZATIONS (CUA): GENERAL INFORMATION

Commercial services are defined as any activity or service that occurs in a park for which compensation is made. By law all commercial services must be authorized in writing by the Park Superintendent. Activities that begin and end outside the park but utilize the park in the course of doing business such as guiding and instructional services are Out-of-Park activities. In-Park activities are those that must originate and be provided solely within the boundaries of the park area. The term of any CUA will not exceed 2 years.

Activities authorized must be appropriate to the mission of the park, particularly with regard to resource protection, visitor protection and interpretation. No activity will be permitted which could result in a derogation of the values and purposes for which the park was established.

To evaluate potential impact on the resource and/or visitor use, our staff will utilize information provided by you on the application. Copies of any business plans or other relevant business material can be submitted to assist in the permit approval process.

CUA's will only be issued after a thorough briefing to the Park's Permit Coordinator by the applicant, and in no case, before the application, processing fees, and certificates of insurance have been properly submitted. All business locations must be approved, and, depending on the complexity of the proposed business project, one or more on-site visits to proposed locations may be necessary.

A minimum of 15 working days will normally be required for administrative review of the proposed business activity, though larger projects may require more time.

Statutory authority, 16 USC 5966, and National Park Service policy, RM-53, Chp 10 and DM 346, require the park to recover the costs of providing services to permittees. Checks should be made payable to the NATIONAL PARK SERVICE. All instruments of payment, whether cash, checks or bonds, must be in the form of "United States Dollars".

The following are permit fees for Chickasaw National Recreation Area.

Application fee: \$200 non-refundable. Due with application.

The Application fee includes two cost coverage areas: Application and Administration

- *Application:* \$100 covers costs associated with processing the CUA request, printing, mailings and application development. This cost will not increase.
- *Administration:* \$100 covers cost associated with the administrative process of preparing the permit, including National Environmental Policy Act and Cultural compliance/approval. The \$100 administration fee is a minimum fee and may increase depending upon the complexity of the review and environmental compliance process required to approve the permit. The applicant will be notified of potential administration costs over the \$100 amount, prior to actual implementation of the permitting process, and those costs must be paid to begin final approval of the permit. Additional NPS personnel time, beyond the normal review process, will be charged at \$50 per hour and added to the non-refundable permit charge.

Cost Recovery: \$100 estimated minimum. Payable at the end of the season.

The cost recovery covers actual costs for monitoring business activities, conducting inspections, enforcing conditions, and performance of additional functions to manage the permit. Time will be charged at \$50 per hour. The CUA holder will be informed, in the permit, of the number and costs associated with any planned monitoring activities. The CUA holder will reimburse the park for costs associated with all monitoring activities. A bill for collection will be sent at the end of the season for the cost recovery.

Insurance: A certificate of insurance is required for all approved CUA's, indicating the permittee has valid general liability insurance. Guidelines set forth in NPS-53 and NPS-48 will be used to establish amounts. A minimum limit is generally \$300,000 per occurrence. Additional amounts will be required for activities with greater risk. Refer to the Insurance Information Sheet for more information. The certificate must name the "United States of America, Chickasaw National Recreation Area" as additionally insured, and those certificates listing the preceding as "certificate holder" will not be accepted. Short-term policies must show coverage on an "occurrence" basis. An original copy will be required for our records.

For additional information please contact Chickasaw National Recreation Area at (580) 622-3161 or the program coordinator at 580-622-7206.