



National Park Service

240 West 5th Avenue, Room 114
Anchorage, Alaska 99501

Fax: (907) 644-3813 Ph: (907) 644-3362 or 644-3533

Website: <http://www.nps.gov/akso/management/concessions.cfm>

Email:

brenda_coleman@nps.gov

Instructions

COMMERCIAL USE AUTHORIZATION (CUA)

What's in this Booklet

Information	Page
General Information	1
Contacts in Park Units	2
Instructions for Completing Application Form	3
Fee Schedules	4-6
Reporting Requirements	7
Visitor Service Approved for NPS Commercial Operators	8
Visitor Services (Descriptions of Service/Activities)	9
Limits on Group Size per park	10
Insurance Requirements	11-13

DUE DATE FOR SUBMISSION OF APPLICATION:

Please submit the attached Application at least ***30 days in advance of your proposed start date*** to allow sufficient processing time. Applications not received within that timeframe will still be processed; however the permit may not be issued by your proposed start date.

ONLINE FEE PAYMENTS:

Fee payments can now be made online through **Pay.gov**. A link can be found at:

<http://www.nps.gov/akso/concessions/index.cfm>

Pay.gov can be used to make secure electronic payments to Federal Government Agencies.

Payments can be made directly from your bank account or by credit card, debit card, or checking account.

GENERAL INFORMATION

Commercial Use Authorization (CUA) for Out of Park Services: Section 418 of the National Parks Omnibus Management Act of 1998, Public Law 105-391 (Section 418), authorizes (but does not require) NPS, upon request, to issue commercial use authorizations (CUAs) to persons (referring to individuals, corporations and other entities) to provide commercial services to park area visitors in limited circumstances. A CUA of this type may not authorize solicitation of customers, sales, or payment for commercial services to take place within the park area; all of these activities must occur outside of the park area (or within an inholding).

CONTACTS

Contacts for Questions / Information

We recommend that you contact Brenda Coleman in the Regional Concessions Office in Anchorage at 907-644-3362 if you have questions relating to the application or other administrative related subjects. For questions regarding specific park operations, please call the park contact listed below. Note: You may also email any of the persons listed by using their name: e.g. [Reed McCluskey@nps.gov](mailto:Reed_McCluskey@nps.gov)

PARK CONTACTS & MAILING ADDRESSES

<p>ALASKA REGIONAL OFFICE Concession Operations <u>Brenda Coleman</u> 240 West 5th Avenue, Room 114 Anchorage, AK 99501 Phone: (907) 644-3362/Fax: (907) 644-3813</p>	<p>KLONDIKE GOLD RUSH NATIONAL HISTORICAL PARK <u>Reed McCluskey</u> P.O. Box 517 Skagway, Alaska 99840 Phone: (907) 983-9218/Fax: (907) 983-9249</p>
<p>ANIAKCHAK NATIONAL MONUMENT AND PRESERVE ALAGNAK WILD RIVER KATMAI NATIONAL PARK AND PRESERVE <u>Lisa Fox</u> 240 West 5th Avenue, Suite 236 Anchorage, AK 99501 Phone: (907) 644-3626/Fax: (907) 644-3810</p>	<p>LAKE CLARK NATIONAL PARK AND PRESERVE <u>Lisa Fox</u> 240 West 5th Avenue, Suite 236 Anchorage, AK 99501 Phone: (907) 644-3644/Fax: (907) 644-3810</p>
<p>DENALI NATIONAL PARK AND PRESERVE <u>Phyllis Motsko</u> P.O. Box 9 Denali Park, Alaska 99755 Phone: (907) 683-9554/Fax: (907) 683-9612</p>	<p>SITKA NATIONAL HISTORICAL PARK <u>Chad Corey</u> 103 Monastery Street Sitka, Alaska 99835 Phone: (907) 747-0122/Fax: (907) 747-5938</p>
<p>Gates of the Arctic National Park and Preserve <u>Gary Youngblood</u> 4175 Geist Road Fairbanks, Alaska 99709-3420 Phone: (907) 455-0616/Fax: (907) 455-0601</p>	<p>WESTERN ARCTIC PARKLANDS <u>Dan Stevenson</u> Cape Krusenstern National Monument Kobuk Valley National Park Noatak National Preserve P.O. Box 1029 Kotzebue, Alaska 99752 Phone: (907) 442-8306 or 8315/Fax: (907) 442-8316</p>
<p>GLACIER BAY NATIONAL PARK AND PRESERVE <u>Dave Nemeth or Marilyn Trump</u> Box 140 Gustavus, Alaska 99826 Phone: (907) 697-2624 or 2627/Fax: (907) 697-2654</p>	<p>WRANGELL-ST. ELIAS NATIONAL PARK AND PRESERVE <u>Mark Keogh</u> P.O. Box 439 Copper Center, Alaska 99573 Phone: (907) 822-7223/Fax: (907) 822-7216</p>
<p>KENAI FJORDS NATIONAL PARK <u>Mark Thompson</u> P.O. Box 1727 Seward, Alaska 99664 Phone: (907) 422-0500/Fax: (907) 422-0571</p>	<p>Yukon-Charley Rivers National Preserve <u>Pat Sanders</u> 4175 Geist Road Fairbanks, Alaska 99709-3420 Phone: (907) 457-5752/Fax: (907) 455-0601 Eagle: (907) 547-2233/Fax: (907) 547-2247</p>

COMPLETING THE APPLICATION

The following correspond with the questions on the CUA application form.

1. Please select one or both years for which you want the CUA issued. CUA's are issued for up to two years.
2. Provide your Business Name. Your business name must match the name on your Alaska Business License.
3. If you are doing business under an additional name, please provide that name also.
4. Specify your type of business. If this is a partnership, the names of partners must be provided.
5. Contact Information: We need a means of contacting you anytime during the term of the CUA. Please provide both permanent and summer contact information.
6. Please tell us of any changes in ownership as specified.
7. Under 5 C.F.R. § 3501.103(c) – All DOI employees, their spouses, and their minor children are prohibited from acquiring or retaining any claim, permit, leases, small tract entries, or other rights that are granted by the Department in Federal lands. This prohibition does not restrict the recreational or other personal or noncommercial use of Federal lands by an employee, or the employee's spouse or minor child, on the same terms available to the general public.
8. Please provide your Alaska Business License Number and expiration. If you do not have a business license, contact the State Division of Occupational Licensing at (907) 465-2550 or (907) 269-8173 or via their website at http://www.commerce.state.ak.us/occ/apps/BLEC_Start.cfm. If the State has determined you are not required to obtain a business license, please attach proof of that determination to your application.
9. The NPS maintains a list of all owners, employees, etc. associated with the use of the CUA. Please provide information as requested below. Also, throughout the term of the CUA, any changes to your list of employees must be reported to the NPS so we have accurate information in our records. If ownership changes, please notify the NPS. CUAs are not transferable, therefore when there is a change in ownership, the new owner must apply for a CUA.
10. Aircraft operators must specify whether they are operating under Part 91 or Part 135.
11. List all aircraft that will be used in the park units. Also, throughout the term of the CUA, any changes to your list of aircraft must be reported to the NPS.
12. Specify whether you are licensed as a Big Game Transporter and attach a copy of your license.
13. All foreign air carriers must be registered and receive certified operations specifications from FAA and provide the NPS with proof of that certification.
14. Provide information as requested for each watercraft that will be used under your CUA. Also, throughout the term of the CUA, any changes to your list of watercraft must be reported to the NPS so we have accurate information in our records. The NPS will make a determination on whether your watercraft is approved (appropriate) for use under the CUA.
15. Provide information as requested for each motor vehicle (car, truck, van, bus, etc) that will be used under the CUA. Also, throughout the term of the CUA, any changes to your list of motor vehicles must be reported to the NPS so we have accurate information in our records.
16. Provide specify each park unit you will use and service/activities you will provide. The locations or areas of the park unit(s) you will use must be specified on the application. Table #3, located on Page 10 of these instructions has information on group size limits for each park unit – refer to that table before completing this section.
17. Please provide information as specified. Applicant may attach any related information, however, responses to questions 17, 18, and 19 must be fully completed on the application form. Minor traffic infractions do not need to be listed.
18. Please respond as indicated
19. Please respond as indicated
20. The application must be signed by an owner, president or person with authority to make application on behalf of the business.

NOTE: All guides and clients of CUA Holders must have in their possession all required state licenses for the activity being pursued, e.g. fishing, hunting. These must be current and available for inspection upon request by any park or state official in the park unit(s).

FEE SCHEDULES

Definitions

Application Fee represents the costs incurred by the park service in mailing, distributing and initial review to make sure the information supplied is sufficient to form a decision. This fee is non-refundable, whether or not the authorization is approved. All applicants must pay this fee.

Administrative Fee is based on cost associated with the administrative process of the decision and the approval of the authorization. The Administrative Fee is due at the time the application is submitted and is non-refundable, whether or not the authorization is approved. All applicants must pay this fee.

Management Fee is charged by certain parks and is based on the actual costs incurred by all park divisions involved in monitoring, supporting or cleanup and restoring after the use.

Recreational Use Fee: Funds from this fee are used to reduce identified non-recurring maintenance, infrastructure repair, and to assist resource management.

BASIC FEE SCHEDULE

Number of Parks	Application/Administrative Fee 2-Year CUA (Send with Application)	Application/Administrative Fee 1-Year CUA (Send with Application)
1	\$300	\$200
2	\$400	\$250
3	\$500	\$300
4	\$600	\$350
5	\$700	\$400
6	\$800	\$450

-continued next page-

MANAGEMENT FEE SCHEDULE

In Addition to the Basic Fee Schedule (Application and Administrative Fees) described above, a Management Fee will be assessed for those operating in these park units below.

Park Name	Management Fee	Due Date	Notes
Alagnak Wild River	\$6.00 per person, per day (excludes Guides)	November 15th of each year along with Activity Summary Report	
Aniakchak National Monument & Preserve	\$6.00 per person per day (excludes Guides)	November 15th of each year along with Activity Summary Report	
Brooks Camp (Developed Area)	\$14.00 per person per day (excludes Guides)	November 15th of each year along with Activity Summary Report	If the same client visits both Brooks Camp Developed Area and any other locations in Katmai National Parks & Preserve on the same day with the same Holder, only the Brooks Camp Developed Area fee will be collected.
Denali National Park & Preserve	\$100 per year of authorization payable in one-year increments.	January 1st of each year or paid along with application.	Those on 2-year CUAs will be sent a bill for the second year.
Glacier Bay National Park & Preserve	\$100 per year of authorization	January 1st of each year or paid along with application.	Those on 2-year CUAs will be sent a bill for the second.
Katmai National Park & Preserve (Includes locations in Katmai National Parks & Preserve Excluding Brooks Camp Developed Area)	\$6.00 per person, per day (excludes Guides)	November 15th of each year along with Activity Summary Report	If the same client visits both Brooks Camp Developed Area and any other locations in Katmai National Parks & Preserve on the same day with the same Holder, only the Brooks Camp Developed Area fee will be collected.
Klondike Gold Rush National Historical Park	\$2.00 per person, per day \$3.00 per person, per day for Horse Tours	Due with Activity Reports - paid in two scheduled submissions per year as follows: 1. August 15 (for May - July) and 2. November 15 (for August – September)	Defined as \$2.00 (\$3.00 for Horse Tours) times sum of the total number of guided clients in the park each day or portion thereof)
Lake Clark National Park & Preserve	\$6.00 per person, per day (excludes Guides)	November 15th of each year along with Activity Summary Report	
Western Arctic Region (Bering Land Bridge National Preserve, Cape Krusenstern National Monument, Kobuk Valley National Park or Noatak National Preserve)	\$100 per year of authorization (NOT a per-park fee), payable in one-year increments. This a flat fee of \$100 regardless of the number of park units for Western Arctic.	January 1st of each year or paid along with application.	Those on 2-year CUAs will be sent a bill for the second year.
Wrangell-St. Elias National Park & Preserve	\$100 per year of authorization payable in one-year increments.	January 1st of each year	Upon the first year, applicants must submit this fee along with the application. Those on 2-year CUAs will be sent a bill for the second year.

RECREATIONAL USE SCHEDULE

- (1) Brooks Camp Developed Area in Katmai National Park & Preserve:
\$8.00 per person per night at Brooks Camp Developed Area Campground
(Reservations required: 1-800-365-2267)

- (2) Sitka National Historical Park (Activity Fee: Visitor Center & Russian Bishop's House)
The Sitka Activity Fee is payable upon entry into the park and should NOT be sent in with your application.

Visitor Center

\$4.00 - 5 Days

Interpretive fee for exhibits, park film, and cultural demonstrations in the Visitor Center. No fee for children under 13 years old. Fees are not charged during the winter season.

Individual -- Russian Bishop's House \$4.00 - 5 Days

Interpretive fee for tours in the Russian Bishop's House. No fee for children under 13 years old. Fees are not charged during the winter season.

Administrative Fee for Late Fee Payments

Applies to all park units

A fee set based on the current interest rate as specified under the Prompt Payment Act. At this time, that rate is currently 3.25% for each 30-day period, or portion thereof, of any unpaid balance, plus an administrative fee of \$5.00 for each related transaction.

Reporting Requirements

Most REPORTS must be postmarked by November 15 with the exceptions as noted below. You must submit all required reports **even if you do not use your permit**. If you have been issued a CUA but chose not to operate, you must submit an activity report no later than November 15th showing **“NO ACTIVITY CONDUCTED”**. All CUA holders must complete both a Gross Receipt Report and “applicable” Activity Report(s) for all parks for which an authorization is issued. Reports listed below must be completed and mailed or faxed to National Park Service, Concessions, 240 West 5th Avenue #114, Anchorage, AK 99501 with a postmarked date no later than November 15th (unless otherwise noted) . Reports forms may also be downloaded from the NPS website at www.nps.gov/akso/concessions. Non-submission of any report may be grounds for suspension, or revocation of the authorization. (This includes other reports that may be required as specified in the park-specific stipulations attached to this CUA.)

Gross Receipt Reports (All CUA Holders must complete)	Due Date
<p>Gross Receipt Report (All CUA Holders must complete this form). Note: Those operating in Klondike Gold Rush National Historical Park may submit your Gross Receipt Report directly to the park (KLG0) along with your August & September reporting schedule for the activity summary report.</p>	Nov 15
Activity Summary Reports (General)	Due Date
<ul style="list-style-type: none"> • Air Taxi Operators Activity Summary Report 	Nov 15
<ul style="list-style-type: none"> • Guiding Activity Summary Report 	Nov 15
<ul style="list-style-type: none"> • Licensed Big Game Transporters: All Licensed Big Game Transporters (activity/service code “HT”) must submit a copy of their State of Alaska's Big Game Transporter Activity Report (Form #08-4349) to National Park Service, Concessions Division, 240 West 5th Avenue #114, Anchorage, AK 99501 by February 1st of each year for the preceding calendar year. Failure to submit a copy of the form to the NPS may result in suspension or revocation of the authorization. 	Feb 1
Activity Summary Reports (Park-Specific)	Due Date
<ul style="list-style-type: none"> • Aniakchak Activity Summary Report & Bill of Collection 	Nov 15
<ul style="list-style-type: none"> • Brooks Camp Activity Summary Report & Bill of Collection 	Nov 15
<ul style="list-style-type: none"> • Glacier Bay Sportfishing Survey (park-specific - Due at end of each month). 	Monthly
<ul style="list-style-type: none"> • Kenai Fjords National Park: (1) Voluntary Backcountry Registration for all overnights and coastal day trips in the park (excludes Exit Glacier Campgrounds) (2) Ice Hiking on Exit Glacier and Guided Hiking on Harding Icefield Trail 	Sept 15 Sept 15
<ul style="list-style-type: none"> • Katmai/Alagnak Activity Summary Report & Bill of Collection 	Nov 15
<ul style="list-style-type: none"> • Lake Clark Activity Summary Report & Bill of Collection 	Nov 15
<ul style="list-style-type: none"> • Klondike Gold Rush Activity Summary Report: (1) August 15 deadline for May - July Activity Report (2) November 15 deadline for August – September Activity Report 	As Noted
<ul style="list-style-type: none"> • Sitka National Historical Park - due as specified below: The Holder shall report to the park the number of trips and clients taken to the park each month. The report must be submitted to park headquarters by the third day of the succeeding month. 	Monthly

TABLE #1

Approved Commercial Visitor Services

<p>Alagnak Wild River (ALAG) Air Taxi, Guided Backpacking, Big Game Transport, Incidental Hunt Transport, Boating, Charter Boat, Guided Bear Viewing, Guided Hiking, Guided Kayaking, Guided Photography, Guided Sportfishing, Guided Winter Backcountry Trips (Skiing, Sledding, Snowshoeing)</p>
<p>Aniakchak National Monument & Preserve (ANIA) Air Taxi, Guided Backpacking, Guided Boating, Charter Boat, Guided Bear Viewing, Big Game Transport, Incidental Hunt Transport Guided Kayaking, Guided Mountaineering, Guided Photography, Guided Sportfishing, Guided Winter Backcountry (Skiing, Sledding, Snowshoeing)</p>
<p>Bering Land Bridge National Preserve (BELA) Air Taxi, Big Game Transport, Incidental Hunt Transport</p>
<p>Cape Krusenstern National Monument (CAKR) Air Taxi, Guided Backpacking, Guided Kayaking</p>
<p>Denali National Park & Preserve (DENA) Air Taxi, Guided Backpacking/Overnight Camping, Group Camping (Savage River Campground only), Big Game Transport, Incidental Hunt Transport Guided Mountaineering, Guided Winter Backcountry Trips (Skiing, Snowshoeing), Guided Day Hiking (Specific frontcountry trails included).</p>
<p>Gates of the Arctic National Park & Preserve (GAAR) Air Taxi, Guided Backpacking, Guided Boating, Charter Boat, Big Game Transport, Incidental Hunt Transport, Guided Kayaking, Guided Mountaineering, Guided Photography, Guided Sportfishing, Guided Winter Backcountry Trips (Skiing, Sledding, Snowshoeing)</p>
<p>Glacier Bay National Park & Preserve (GLBA) Air Taxi, Guided Backpacking, Charter Boat, Group Camping, Passenger Ferry, Guided Hiking, Big Game Transport, Incidental Hunt Transport, Guided Kayaking, Guided Mountaineering, Guided Photography, Taxi Service, Guided Sportfishing, Guided Winter Backcountry Trips (Skiing, Sledding, Snowshoeing)</p>
<p>Katmai National Park & Preserve (KATM) Air Taxi, Guided Backpacking, Guided Boating, Guided Bear Viewing, Charter Boat, Guided Hiking, Big Game Transport, Incidental Hunt Transport, Guided Kayaking, Guided Mountaineering, Guided Photography, Guided Sportfishing, Guided Winter Backcountry Trips (Skiing, Sledding, Snowshoeing)</p>
<p>Kenai Fjords National Park (KEFJ) Air Taxi, Guided Backpacking, Guided Photography, Guided Dog Sled Rides, Group Camping, Guided Hiking, Guided Kayaking, Guided Mountaineering, Guided Sportfishing, Commercial Vehicle Tours (land-based), Taxi/Shuttle Service, Guided Skiing/ Snowshoeing, Guided Bicycle Tours</p>
<p>Klondike Gold Rush National Historical Park (KLGO) Guided Backpacking, Guided Boating, Guided Bicycling, Guided Hiking, Guided Horserides, Shuttle Service, Commercial Vehicle Tours</p>
<p>Kobuk Valley National Park (KOVA) Air Taxi, Guided Backpacking, Guided Boating, Charter Boat, Hiking</p>
<p>Lake Clark National Park & Preserve (LACL) Air Taxi, Guided Backpacking, Guided Boating, Guided Bear Viewing, Charter Boat, Guided Hiking, Big Game Transport, Incidental Hunt Transport, Guided Kayaking, Guided Mountaineering, Guided Photography, Guided Sportfishing, Guided Winter Backcountry Trips (Skiing, Sledding, Snowshoeing)</p>
<p>Noatak National Preserve (NOAT) Air Taxi, Guided Backpacking, Guided Boating, Guided Hiking, Big Game Transport, Incidental Hunt Transport, Guided Photography, Guided Sportfishing</p>
<p>Sitka National Historical Park (SITK) Hiking, Shuttle Service, Commercial Vehicle Tours (land-based).</p>
<p>Wrangell-St. Elias National Park & Preserve (WRST) Air Taxi, Guided Backpacking, Guided Boating, Guided Dog Sled Rides, Guided Hiking, Guided Horse packing, Guided Horserides, Big Game Transport, Incidental Hunt Transport, Guided Kayaking, Guided Mountaineering, Guided Photography, Guided Sportfishing, Commercial Vehicle Tours, Guided Winter Backcountry Trips (Skiing, Sledding, Snowshoeing), Guided Wagonrides</p>
<p>Yukon-Charley Rivers National Preserve (YUCH) Air Taxi, Guided Backpacking, Guided Boating, Guided Hiking, Big Game Transport, Incidental Hunt Transport, Guided Sportfishing</p>

TABLE #2
Activity Codes & Descriptions

	Code	<u>AIRCRAFT USE</u>
Air Taxi	AT	A FAA Certified business that engages in air transportation with landings within the park boundaries. A permit is not required for Flightseeing trips that do not involve landings within park boundaries.
Big Game Transporter	HT	A transporter may provide transportation services and accommodations to big game hunters in the field at a permanent lodge, house, or cabin owned by the transporter or on a boat with permanent living quarters located on salt water. A transporter may not provide big game hunting services without holding the appropriate license. (Applies to planes and boats.)
Incidental Hunt Transporter	IT	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; The word "incidental" means transportation provided to a big game hunter 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; The word "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. (Applies to planes and boats.)
	Code	<u>FOOT TRAVEL</u>
Backpacking / Camping Overnight	BP	Hiking, carrying backpacks and necessary supplies with the intent of establishing temporary overnight camps.
Bear Viewing	BV	Lead groups on hikes to view/photography bears in Katmai, Alagnak, Aniakchak, and/or Lake Clark park units. Does not apply to other parks.
Camping (Groups)	GC	Use of improved campground facilities by commercial groups (Day Use). If you will be camping overnight, choose the "Backpacking" service code.
Hiking Tours	GH	Use of established / developed trails for walking and sightseeing.
Mountaineering	MT	Sport that involves rock or ice climbing or glacier travel each requiring the basic use of climbing ropes, cords, ice climbing boots, poles, ice axes, or crampons, etc.
Photography	PH	Use this only if Photography will be your primary activity. An example would be a photography business taking visitors in for nature picture taking. Others whose primary activity is for example, Hiking but may also take pictures along the hike; do not need to specify Photography on your application.
	Code	<u>TRANSPORTATION / LAND VEHICLE USE</u>
Bicycle Tours	CY	Guided trips on bicycles on designated routes to tour the park.
Horse Packing	HP	Guided Overnight camping trips using horses for transportation and/or to carry packs.
Horse Rides	HR	Guided day trips using western-style riding on horseback.
Shuttle & Taxi Service	SH	Point-to-point ground transportation only where passengers are dropped off or picked up in specified areas (no guiding).
Vehicle Tours	VT	A commercial vehicle tour consists of one or more persons traveling on an itinerary that has been packaged, priced, or sold for leisure/recreational purposes by an organization that realizes financial gain through the provision of the service. Applies to tours occurring on land- essentially road-based tours.
Wagon Rides	WR	Guided trail rides via wheeled covered wagons pulled by horses.
	Code	<u>WATER-RELATED ACTIVITIES</u>
Boating Trips	BT	Guided motorized or non-motorized vessel (other than Kayak or Charter Boat) and not including the provision of on-board overnight lodging.
Charter Boat	CB	Any motor vessel under 100 tons gross (U.S. System) or 2,000 tons gross (International Convention System) engaged in transport of passengers for hire and certified to carry no more than 12 passengers overnight and no more than 49 passengers for daytime use. (Does not apply to freshwater systems/lakes.) Charter vessels also include any uninspected motor vessel measuring less than 200 tons gross (U.S. Tonnage "Simplified Measurement System") and not more than 24 meters (79 feet) in length engaged in transport of passengers for hire. Does not apply to freshwater systems/lakes.
Kayak Tours	KT	Guided Day tours on a Kayak (decked boat paddled from a seated position using two-bladed paddle.
Sportfishing	SF	Guided recreational activity of catch and release of fish.
	Code	<u>WINTER ACTIVITY (Backcountry)</u>
Skiing	SK	Gliding over the snow using skis strapped to the feet with ski bindings
Dog Sledding	DS	Guided day tours using a regular or dog drawn sled for transportation.
Snowshoeing	SN	Using a racket-shaped frame containing interlaced strips, made of leather that is attached to the foot to facilitate walking on deep snow.

TABLE #3 Group Size Limitations

This table shows the group size limitations for each park unit. Please consider these limits when completing your application.

Park Unit	Group Size Limitations												
Alagnak Wild River	No more than 15 persons, including employees												
Aniakchak	No more than 15 persons, including employees												
Bering Land Bridge	<u>Float Trips</u> : No more than 10 persons, including Guides & Boatmen. <u>Backpacking Groups</u> : No more than 7 and that include Guides.												
Cape Krusenstern	<u>Float Trips</u> : No more than 10 and that include Guides & Boatmen. <u>Backpacking Groups</u> : No more than 7 persons, including Guides.												
Denali	<p><u>ALL PERMITTEES:</u> The group size limit is 12 people, inclusive of guides. Limit may be increased to 15 under certain circumstances with prior NPS approval.</p> <p><u>DAY HIKING OPERATING PROVISIONS– Frontcountry Trails</u> Commercially guided day hiking is authorized on the following frontcountry trails:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">a) Bike Trail to DVC *</td> <td style="width: 25%;">No group size limit</td> <td style="width: 25%;">No annual limit</td> </tr> <tr> <td>b) Jonesville Trail to DVC</td> <td>Group size of 15**</td> <td>No annual limit</td> </tr> <tr> <td>c) Roadside Trail</td> <td>Group size of 15</td> <td>Limited to 20 trips per year</td> </tr> <tr> <td>d) Rock Creek Trail</td> <td>Group size of 15</td> <td>Limited to 20 trips per year</td> </tr> </table> <p>*DVC is the Denali Visitor Center. **All group size limits are inclusive of guides. <i>The Meadow View Trail is not open to commercially guided groups.</i> A small portion of the Taiga Trail may be used for authorized CUA holders to access the Roadside and Rock Creek trails from the Denali Visitor Center*DVC is the Denali Visitor Center. **All group size limits are inclusive of guides.</p> <p><u>SAVAGE CAMPGROUND GROUP SITES OPERATING PROVISIONS</u></p> <p>a) Group sites are available by reservation beginning December 1 for the following year. Fax the group site reservation form to 907-264-4684. Group site fax forms are available at www.nps.gov/dena.</p> <p style="text-align: center;">For 2010, Group Sites “A” and “B” will not be available. Site “34” will be the default group site. One other area will be designated for group site use during this time period whenever more than one site is requested</p> <p>b) The group size maximum limit is 20, including group leaders.</p>	a) Bike Trail to DVC *	No group size limit	No annual limit	b) Jonesville Trail to DVC	Group size of 15**	No annual limit	c) Roadside Trail	Group size of 15	Limited to 20 trips per year	d) Rock Creek Trail	Group size of 15	Limited to 20 trips per year
a) Bike Trail to DVC *	No group size limit	No annual limit											
b) Jonesville Trail to DVC	Group size of 15**	No annual limit											
c) Roadside Trail	Group size of 15	Limited to 20 trips per year											
d) Rock Creek Trail	Group size of 15	Limited to 20 trips per year											
Gates of the Arctic	<u>Float Trips</u> : No more than 10 persons, including Guides & Boatmen <u>Backpacking Groups</u> : No more than 7 persons, including Guides (includes side trips taken by river float).												
Glacier Bay	<u>Backcountry (On Shore Groups)</u> : No more than 12 persons, including Guides.												
Katmai	Excluding Brooks Camp Developed Area, no more than 15 persons, including employees.												
Kenai Fjords	<u>Backcountry Trips</u> : (includes Harding Ice Field & Trail) No more than 14 per group including Guides & Assistants.												
Klondike Gold Rush	<u>Guided Trips</u> : No more than 12 persons, including Guides. Also, there must be at least one Guide per trip. <u>Horseback Rides</u> : No more than 5 client-riders for each wrangler/guide (e.g. maximum group size is 12 persons, two of which must be guides).												
Kobuk Valley	<u>Float Trips</u> : No more than 10 persons and that include Guides & Boatmen. <u>Backpacking Groups</u> : No more than 7 persons, including Guides.												
Lake Clark	No more than 15 persons, including Guides & Assistants.												
Noatak	<u>Float Trips</u> : No more than 10 persons, including Guides & Boatmen. <u>Backpacking Groups</u> : No more than 7 persons, including Guides.												
Sitka	None												
Wrangell-St. Elias	<u>Float Trips</u> : No more than 15 persons, including Guides & Boatmen. <u>NEW: Land-based commercial group size in the Donoho Basin area is limited to 12 persons, inclusive of guides and clients. Consult the Superintendent of Wrangell-St. Elias National Park & Preserve to request an exception for a special case.</u>												
Yukon-Charley Rivers	<u>Float Trips</u> : No more than 12 persons, including Guides & Boatmen.												

TABLE #4 Minimum Insurance Requirements

Activity	Type of Insurance	Minimum Amount Required
Backpacking, Hiking, Photography, Horse Rides, Horse Packing, Camping (Group), Dog Sled Tours, Winter Backcountry Use, Sportfishing without boat, Bicycle Tours, Bear Viewing, Wagon Rides	<u>Comprehensive General Liability</u> (Guides & Outfitters)	\$300,000/Occurrence
Mountaineering	<u>Comprehensive General Liability</u> (Guides & Outfitters)	<u>PARTY SIZE - Amount</u> Up to 5: \$300,000/Occurrence 6 to 12: \$500,000/Occurrence 13 or more: \$1,000,000/Occurrence
Motor Vehicles (Shuttle Service, Vehicle Tours)	<u>Auto Liability</u> Coverage is required for all owned, non-owned and hired vehicles.	<u>PARTY SIZE - Amount</u> Up to 5: \$300,000/Occurrence 6 to 12: \$500,000/Occurrence 13 to 20: \$750,000/Occurrence 21 to 50: \$1,500,000/occurrence 51 or more: Contact NPS
<u>Watercraft Over 26 Feet</u> Boating Trips, Charter Boat, Sportfishing with boat, Hunt Transporters (via boat)	<u>Protection & Indemnity</u> If your vessels is over 26 feet.	<u>Passengers Amount</u> Up to 5: \$300,000/Occurrence 6 to 12: \$500,000/Occurrence 13 to 20: \$1,000,000/Occurrence 21 to 50: \$1,500,000/occurrence 51 & Over: Contact NPS
<u>Watercraft Under 26 Feet</u> Boating Trips, Charter Boat, Sportfishing with boat, Kayak Tours, Hunt Transporters (via boat)	<u>Comprehensive General Liability</u> If your vessels is under 26 feet. (Insurance cert must include statement that " <u>watercraft liability is included</u> ").	\$300,000 Per Occurrence
Air Taxi, Big Game Transporters (via plane)	Aircraft Liability	\$150,000 per seat for bodily injury or death in a single occurrence; and \$100,000 for property damage in a single occurrence.
Employee Coverage	Worker's Compensation	Required if you have Hired Employees.

Additional Information:

1. An insurance certificates must show that coverage has been provided for all of your activities. For example, if you were an Air Taxi Operator who will also Guide clients, you would need both Aircraft Liability and General Liability Insurance (Guides & Outfitters Insurance). Separate insurance certificates are not required.
2. All insurers must be admitted (licensed) in the state in which the Holder is domiciled.
3. The following must be shown on the Certificate of Insurance:
 - The Certificate Holder's address is: (mail to this address or fax to 907-644-3813)
US Government
National Park Service- Concessions
240 West 5th Avenue #114
Anchorage, AK 99501
 - The A.M. Best Identification Number of the Insurance Company must be on certificate
 - The Insured's name but the same as that under which you will be doing business.
 - The US Government is a named additional insured and is annotated as such on the certificate.

4. Visitor Acknowledgement of Risks Form

- The CUA Holder **may require** guests/clients participating in activities authorized under this CUA to sign a Visitor Acknowledgement of Risks form.
- The CUA Holder **may NOT demand or request** guests/clients participating in activities to sign a liability **waiver** form, insurance disclaimer and/or indemnification (hold-harmless) agreement.
- The CUA Holder will submit to the Concessions Program Manager for approval, its "proposed" Visitor Acknowledgement of Risks form, if any, within 60 days of the effective date of this CUA and at least 30 days in advance of any proposed changes in the form. The Concession Program Manager is located at National Park Service, Concessions, 240 West 5th Avenue #114, Anchorage, AK 99501. If no Visitor Acknowledgement of Risks form will be used, the CUA Holder will advise the Concession Program Manager of this intention within 60 days of the effective date of the CUA.
- A sample, National Park Service-approved Visitor Acknowledgement of Risks form is attached.

Info Regarding Visitor Acknowledgement of Risk(s)

All Commercial Use Authorization (CUA) Holders are required to complete this form.

Waivers of Liability cannot be used on park service lands under the CUA.

You have a choice to either use any type of form or document to have visitors acknowledge the inherent risks OR you can choose to not use any such form or document. This stipulation only applies to your trips under the CUA.

If you will use any type of form or document where your clients/visitors will be required to sign acknowledging the inherent risks involved in the trips on park service lands, that form or document must first be reviewed and approved by NPS. The reason we need to review the form is to be sure the contents is not a Waiver of Liability.

Visitor Acknowledgement of Risks Forms or other documents being used must be sent to NPS within 60 days of the effective date of your CUA and at least 30 days in advance of any proposed changes in the form. For your convenience, a sample, service-approved Visitor Acknowledgement of Risks form is attached.

Please complete the information below:

_____ **Business Name**

_____ **Date**

Please check appropriate box

The Business named above **WILL USE** a Visitor Acknowledgement of Risk form or similar form or letter under the Commercial Use Authorization and a **copy is enclosed** for NPS review and approval.

We will NOT use a Waiver of Liability, insurance disclaimer and/or indemnification agreement.

The Business named above **WILL NOT USE** a Visitor Acknowledgement of Risk form or other similar form or letter under the Commercial Use Authorization, NOR will this business use a Waiver of Liability, insurance disclaimer and/or indemnification agreement.

Comments: _____

_____ **Signature**

_____ **Printed Name**

Mail completed form and copy of Visitor Acknowledgement of Risk (if used) to:
National Park Service

**Concessions
240 West 5th Avenue #114
Anchorage, AK 99501**

You may also send it via fax to 907-644-3813.

EXHIBIT 2:

**Sample Acknowledgement of Risk Form
VISITOR'S ACKNOWLEDGEMENT OF RISKS**

In consideration of the services of _____ their officers, agents, employees, and stockholders, and all other persons or entities associated with those businesses (hereafter collectively referred to as "_____") I agree as follows:

Although _____ has taken reasonable steps to provide me with appropriate equipment and skilled guides so I can enjoy an activity for which I may not be skilled, _____ has informed me this activity is not without risk. Certain risks are inherent in each activity and cannot be eliminated without destroying the unique character of the activity. These inherent risks are some of the same elements that contribute to the unique character of this activity and can be the cause of loss or damage to my equipment, or accidental injury, illness, or in extreme cases, permanent trauma or death. _____ does not want to frighten me or reduce my enthusiasm for this activity, but believes it is important for me to know in advance what to expect and to be informed of the inherent risks. The following describes some, but not all, of those risks.

[\[enter description of risks\]](#)

I am aware that _____ entails risks of injury or death to any participant. I understand the description of these inherent risks is not complete and that other unknown or unanticipated inherent risks may result in injury or death. I agree to assume and accept full responsibility for the inherent risks identified herein and those inherent risks not specifically identified. My participation in this activity is purely voluntary; no one is forcing me to participate, and I elect to participate in spite of and with full knowledge of the inherent risks.

I acknowledge that engaging in this activity may require a degree of skill and knowledge different from other activities and that I have responsibilities as a participant. I acknowledge that the staff of _____ has been available to more fully explain to me the nature and physical demands of this activity and the inherent risks, hazards, and dangers associated with this activity.

I certify that I am fully capable of participating in this activity. Therefore, I assume and accept full responsibility for myself, including all minor children in my care, custody, and control, for bodily injury, death, or loss of personal property and expenses as a result of those inherent risks and dangers identified herein and those inherent risks and dangers not specifically identified, and as a result of my negligence in participating in this activity. I have carefully read, clearly understood, and accepted the terms and conditions stated herein and acknowledge that this agreement shall be effective and binding upon me, my heirs, assigns, personal representative, and estate and for all members of my family, including minor children.

Signature

Date

Signature of Parent of Guardian, if participant is under 18 years of age

Signature

Date

Revised 12/2009