



National Park Service  
U.S. Department of the Interior

Acadia National Park  
Concessions Office

P. O. Box 177  
Bar Harbor, ME 04609

207 288-8705 phone  
207 288-8709 fax

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## Commercial Use Authorization Checklist

A complete application for a Commercial Use Authorization includes:

\_\_\_ Completed, signed, and dated application form.

Please be specific about the nature of your business—e.g., “tours” is not sufficient. Indicate if your tours are hiking, walking, conducted on a bus, from a boat, etc.

Also, please tell us when you plan to operate in the park **ONLY**. Writing "365 days a year," or "year-round" doesn't help our statistical reporting requirements.

\_\_\_ Check for \$200 for permit fee, made out to Department of the Interior, National Park Service.

Note: Motorcoaches, while required to have a permit, are not charged the permit fee. However, all motorcoaches must pay the \$150 commercial tour bus fee while operating in the park during each visit, regardless of entry point.

\_\_\_ Operating schedule for the 2009 season, if known.

\_\_\_ Please include a business brochure and business card.

\_\_\_ Completed annual survey for 2008 if you operated in the park in 2008. No authorization will be issued without completion of the entire annual survey, including **signature**, amount of **gross receipts**, and the **method of calculation**.

\_\_\_ Current Certificate of Liability Insurance listing the United States of America as an additional insured.