**Fiscal Year 2024 Big Bend National Park CUA Application Checklist**

(Revised 5/3/2023)

(New in FY24, the CUA Application Checklist MUST be submitted with Application)

All application materials must be submitted electronically to bibe\_cua@nps.gov. All forms are available at ([Commercial Use Authorization - Big Bend National Park (U.S. National Park Service) (nps.gov)](https://home.nps.gov/bibe/learn/management/cua.htm))

\_\_\_\_\_\_\_\_ **Completed CUA Application** (Form 10-550). See instructions in application.

 You may apply for more than one activity on the same application.

\_\_\_\_\_\_\_\_ **General Liability Certificate of Insurance**

* Must meet minimum ($1,000,000) listed in CUA Application (Attachment A) and have “United States of America, Big Bend National Park” listed as an Additional Insured. High risk activities may require a higher liability minimum as determined by the park.

\_\_\_\_\_\_\_\_ **Automobile Liability Certificate of Insurance** (if applicable)

 (**rental vehicles must be covered under commercial auto liability)**

* If you transport clients, you must provide proof of automobile liability
* Must meet minimums described in CUA Application (Attachment A) and have “United States of America, Big Bend National Park” listed as an Additional Insured.
* Include vehicle year, make/model, license number, state issued, passenger capacity and whether it is owned, rented, or leased.

\_\_\_\_\_\_\_\_ **Itinerary** (not required from river outfitters – submitted w/ Annual Report)

* Include proposed dates in the park and intended locations that will be visited inside the park boundaries.

\_\_\_\_\_\_\_\_ **Required Safety Documentation**

Copy of **safety information delivered to guests** on trip with information specific to Big Bend National Park. We also require proof of all training and vehicle license documents listed upon request. All documentation must be **on file** with the CUA holder (see Attachment B). Permit may be suspended or revoked without proper documentation.

\_\_\_\_\_\_\_\_ **Copy of Acknowledgement of Risk Form**

* Provide an ‘Acknowledgement of Risk’ form or other participation forms guests are required to sign that involve legal rights and authorities. Refer to NPS form 10-550, “Attachment D.”
* **Note: NPS does not allow CUA holders to request or require visitors to sign a waiver of liability statement, insurance disclaimer, and/or indemnification agreement for travel inside park boundaries**.

\_\_\_\_\_\_\_\_\_ **COVID-19 CDC Acknowledgement**

* By checking this line, you have read and understand the following information regarding Covid-19 – *Summary of Key Covid-19 Mitigations for the National Park Service Commercial Services Providers*. [COVID Guidance (nps.gov)](https://www.nps.gov/subjects/concessions/upload/Summary-of-Key-COVID-19-Mitgations-for-NPS-Commercial-Servcie-Providers.pdf)

\_\_\_\_\_\_\_\_\_\_ **CUA Annual Report**

* If you held a Big Bend National Park CUA in FY 2023, your Annual Report from FY2022 must be on file and paid (if applicable) before a FY24 permit will be issued. If you currently hold a FY23 CUA, your Annual Report is due by November 30, 2023.

\_\_\_\_\_\_\_\_\_ **Please pay and submit receipt for the non-refundable $350 application**

 **fee via Pay.gov**

[Pay.gov - Big Bend NP Commercial Use Authorization Fees](https://www.pay.gov/public/form/start/973755326)

* If you have held a Big Bend National Park CUA in the past, your permit # can be located on your permit. If you are a new applicant, please email the CUA Coordinator for a number at bibe\_cua@nps.gov.