



IN REPLY REFER TO:

# United States Department of the Interior

NATIONAL PARK SERVICE  
Isle Royale National Park  
800 East Lakeshore Drive  
Houghton, Michigan 49931-1869

C3827 (ISRO)

Dear Applicant:

Thank you for your inquiry about conducting educational guided trips within Isle Royale National Park. Business or commercial operations within national parks are regulated under Title 36 of the Code of Federal Regulations, Section 5.3. A permit, contract or other written agreement is required.

We can authorize certain operations in accordance with 16 U.S.C. 5966 (Public Law 105-391, section 418) through an administrative format known as a Commercial Use Authorization (CUA). CUAs may be issued if both of the following conditions are met:

- 1) The authorization is issued to a qualified person to permit the provision of suitable commercial services to park area visitors. (A qualified person is a person that the superintendent determines has the ability to satisfactorily carry out the terms of the CUA.)
- 2) The superintendent determines that the CUA (a) will have minimal impact on the park area's resources and values; (b) are consistent with the purposes for which the park area was established; and (c) are consistent with all applicable park area management plans, policies, and regulations.

A non-profit organization is not required to obtain a CUA to conduct activities in a park area. A non-profit organization is an organization that has been determined by the Internal Revenue Service to be exempt from Federal income taxation as a nonprofit or not-for-profit organization under the terms of the Internal Revenue Code. In order to avoid the need to obtain a CUA, where it would be otherwise required, you must provide in writing that your organization will not derive any taxable income from your activities in the park.

There are a number of general and specific conditions established for a CUA. We have included these for your reference:

- Attachment A – Required Non-Discrimination Provisions
- Attachment B – Required Insurance and Indemnity Provisions
- Attachment C – Specific Operating Requirements
- Risk Release Approval – Sample form

If we issue you a CUA, we will insist on complete and timely compliance with all conditions and time frames. It is the permittee's responsibility to meet these obligations

as specified. The conditions are specifically established to meet legal requirements to protect the park resource, and to professionally serve the park visitor.

Group Camping reservation requests may be submitted by mail, fax, or through the internet any time after January 1. Instructions and forms can be found on the homepage of our website at [www.nps.gov/isro](http://www.nps.gov/isro). On the first business day of February, staff will begin processing reservation requests by random drawing of requests received. All requests received after January 31 will be processed in the order in which they are received. **Group camping reservation requests will be processed, however permits will not be issued unless all items required for your CUA have been received and your CUA has been approved.** A booklet on Group Camping can be accessed from our website, [www.nps.gov/isro](http://www.nps.gov/isro), once on the home page go to "QUICK LINKS" and click on "Brochures, Handouts, and Park Newspaper."

The application period for Commercial Use Authorizations will be **January 1 through May 15**. Applications received after May 15 may be charged an additional late fee. If you want to conduct commercial activities within Isle Royale National Park you will need to apply during this time period. To apply, submit the following materials to the park:

- 1) **A completed Application Form**
- 2) **Current proof of insurance naming "Isle Royale National Park, National Park Service" as an Additional insured on the insurance certificate.**
- 3) **Payment of the CUA fee, which remains at \$200; checks should be made payable to the National Park Service. Credit card payments can be made by calling 906/482-0984.**
- 4) **Any promotional literature that you provide the public, such as brochures, website addresses, etc.**
- 5) **Any activity-specific documents (if required), such as U.S. Coast Guard licenses, State sport trolling licenses, etc. (Random drug testing program certification).**
- 6) **List of qualifications/training for trip guides**
- 7) **Visitor's Acknowledgement of Risk Form**

If you elect to apply for a CUA, please send the above documents to :

Commercial Use Authorization Office  
Isle Royale National Park  
800 East Lakeshore Drive  
Houghton, Michigan 49931

If you have any further questions, please contact (906) 487-7142

Sincerely,

Elizabeth Rossini  
Assistant Superintendent  
Isle Royale National Park