



COMMERCIAL USE AUTHORIZATION APPLICATION



Isle Royale National Park
800 E Lakeshore Dr
Houghton, MI 49931
Melissa Ledbury, CUA Administrator
Phone Number: (906)487-7174

Refer to application instructions at the end of this application. Some parks have additional requirements for businesses that offer services to visitors relating to the safety and welfare of the visitors and protection of the resources. These requirements may include applicable operating licenses, certificates showing proof of training, operating plans, emergency response plans, group size limitations, etc.

- 1. Service for which you are applying:** *[attach diagram, attach additional pages, if necessary, include locations within the park, frequency, estimated number of participants (per trip and annually), number of vehicles, support equipment (trailers, generators, etc.)]*
- 2. Will you be providing this service in more than one park?** Yes No *If "Yes", list all parks and services provided.*
- 3. Applicant's Legal Business Name:** *[Include any additional names (DBA) under which you will operate.]*
- 4. Owner and Authorized Agents:** *(Give the name(s) of the owners and name(s) of the persons designated as Authorized Agents for your business. Authorized Agents have the power to sign on your behalf.)*

5. Mailing Addresses

PRIMARY CONTACT INFORMATION *(Dates to contact you at this address, if seasonal.)*

Address:

City, State, Zip:

Email:

Website:

Day Phone:

Evening Phone:

Fax:

ALTERNATE CONTACT INFORMATION *(Dates to contact you at this address, if seasonal.)*

If same as "Primary Contact Information, check here and go to question 6.

Address:

City, State, Zip:

Email:

Website:

Day Phone:

Evening Phone:

Fax:

6. What is your Business Type? *(Please check one below)*

Sole Proprietor

Partnership *(Print the names of each partner. If there are more than two partners, please attach a complete list of their names.)*

Name:

Name:

Limited Liability Company

Corporation

Non-Profit *(Please attach a copy of your IRS Ruling or Determination Letter)*

Other

7. Business License – State and Number:

Expiration Date:

8. Employer Identification Number (EIN):

9. Liability Insurance:

Provide proof of liability insurance. The CUA operator must maintain General Liability insurance naming the United States of America as additional insured. Minimum coverage amount is \$500,000 per occurrence. Some activities will require increased coverage or other types of liability insurance; see Park-Specific CUA Insurance Requirements ("Attachment A").

10. Will your business operate vessels or aircraft within NPS boundaries?

Yes No

If "Yes", see "Attachment E" to list and describe each vessel or aircraft. Please use additional paper, if necessary.

11. Additionally Required Documentation:

Parks may require proof of licenses, registrations and certificates, etc. Provide copies of additionally required documentation identified in "Attachment B".

12. DOI Employment:

Are you, your spouse, or minor children employed within the U.S. Department of the Interior?

Yes No If "Yes", please provide information below:

Employee Name: _____ Title: _____

Bureau: _____

If you selected yes, please contact your servicing ethics office, <https://www.doi.gov/ethics/bem>.

13. Violations: To your knowledge, have you, your company, or any current or proposed employees been convicted or fined for violations of State, Federal, or local law within the last 5 years? Are you, your company, or any current or proposed employees now under investigation for any violations of State, Federal, or local law or regulation? See instructions.

Yes No *If "Yes", please provide the following information. Attach additional pages, if necessary.*

Date of violation or incident under investigation: _____

Name of business or person(s) charged: _____

Please identify the law or regulation violated or under investigation: _____

Please identify the State, municipality, or Federal agency that initiated the charges: _____

Additional Detail (optional): _____

(Results) Action Taken by Court: _____

14. Fee: Please include the Application Fee as outlined in Attachment C.

15. Signature:

False, fictitious or fraudulent statements of representations made in this application may be grounds for denial or revocation of the Commercial Use Authorization and may be punishable by fine or imprisonment (U.S. Code, Title 18, Section 1001). All information provided will be considered in reviewing this application. Authorized Agents must attach proof of authorization to sign below.

By my signature, I hereby attest that all my statements and answers on this form and any attachments are true, complete, and accurate.

Signature

Date

Printed Name

Title

NOTICES

Privacy Act Statement

Authority: The authority to collect information on the attached form is derived from 16 U.S.C. 5966, Commercial Use Authorizations.

Purpose: The purposes of the system are (1) to assist NPS employees in managing the National Park Service Commercial Services program allowing commercial uses within a unit of the National Park System to ensure that business activities are conducted in a manner that complies with Federal laws and regulations; (2) to monitor resources that are or may be affected by the authorized commercial uses within a unit of the National Park System; (3) to track applicants and holders of commercial use authorizations who are planning to conduct or are conducting business within units of the National Park System; and (4) to provide to the public the description and contact information for businesses that provide services in national parks.

Routine Uses: In addition to those disclosures generally permitted under 5 U.S.C. 552a(b) of the Privacy Act, records or information contained in this system may be disclosed outside the National Park Service as a routine use pursuant to 5 U.S.C. 552a(b)(3) to other Federal, State, territorial, local, tribal, or foreign agencies and other authorized organizations and individuals based on an authorized routine use when the disclosure is compatible with the purpose for which the records were compiled as described under the system of records notice for this system.

Disclosure: Providing your information is voluntary, however, failure to provide the requested information may impede the processing of your commercial use authorization application.

Paperwork Reduction Act Statement

In accordance with the Paperwork Reduction Act (44 U.S.C. 3501), please note the following. This information collection is authorized by The Concession Management Improvement Act of 1998 (54 USC 101911). Your response is required to obtain or retain a benefit in the form of a Commercial Use Authorization. We will use the information you submit to evaluate your ability to offer the services requested and to notify the public what services you will offer. We may not conduct or sponsor and you are not required to respond to a collection of information unless it displays a currently valid Office of Management and Budget control number. OMB has assigned control number 1024-0268 to this collection.

Estimated Burden Statement

We estimate that it will take approximately 2.5 hours to prepare an application, including time to review instructions, gather and maintain data, and complete and review the proposal. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Information Collection Officer, National Park Service, 12201 Sunrise Valley Drive, MS-242, Reston, VA 20192. Please do not send your completed form to this address; but rather to the address at the top of the form.

The following explanations correspond directly with the numbered items on the Application Form. Please read this entire document prior to completing the application. Include the nonrefundable application fee when submitting this application.

COMMERCIAL USE AUTHORIZATION APPLICATION INSTRUCTIONS

1. Enter the service you are proposing to provide. These are the services which are currently approved in Isle Royale National Park:

Guided Backpacking/Hiking	Guided Photography
Guided SCUBA Diving	Sailboat Charters
Fishing Charters	Guided Kayak/Canoe Excursions
Aviation Transportation Services	

If the service you are proposing to provide is not a currently approved service listed above, contact the park CUA office at the number above before submitting application or payment.

- Respond "No" or list other parks where you will be providing this service.
- Enter the legal name of your business. If you have a secondary name under which you are doing business (d.b.a.), please enter that name also.
- Give the name(s) of owners and name(s) of persons designated as Authorized Agents for your business. Authorized Agents have the power to sign on your behalf.
- Provide contact information for both the main season and the off-season. Your contact information may also be published in the NPS Commercial Services Directory.
- Check the box that identifies your type of business.
- If the state in which you operate or the state where your business is domiciled requires a state business license, provide the state, license number and year of expiration.
- Provide your Employer Identification Number (EIN). The Debt Collection Improvement Act of 1996 requires us to collect an EIN or Social Security Number (SSN). The NPS will not collect SSNs, only EINs. The EIN is issued by the Internal Revenue Service. You may receive a free EIN at <http://www.irs.gov/Businesses/Small-Businesses-&Self-Employed/How-to-Apply-for-an-EIN>. We will use the EIN that you provide as needed to collect debts.

9. Provide proof of General Liability Insurance naming the United States of America, as additional insured in the amounts designated in the application. Provide proof of vehicle/vessel/aircraft liability insurance if you own, rent, or lease vehicles/vessels/aircraft and transport visitors by those means or if those owned, rented, or leased vehicle/vessel/aircraft are engaged in providing the service (i.e., hauling horses used in the activity). Insurance companies must be rated at least A- by the most recent edition of A.M. Best's Key Insurance Reports (Property-Casualty edition) or similar insurance rating companies (Moody's, Standard and Poor's, or Fitch). You may be subject to additional insurance requirements. Refer to "Attachment A".
10. Provide a description of each owned, rented, or leased vehicle/vessel/aircraft you will utilize during the course of the proposed commercial service. Information for vessels or aircraft chartered from and operated by another company is not required.
11. Provide copies of additional documentation as required by "Attachment B".
12. Indicate if you are employed by the U.S. Department of the Interior (DOI). DOI ethics regulations prohibit employees, their spouses, and minor children from acquiring or retaining permits granted by the DOI in Federal lands subject to certain exceptions. DOI employees must contact their servicing ethics officer if they, their spouse, or minor children wish to apply for a CUA.
13. Provide details if your business or business owners or current employees or proposed employees have been convicted or are currently under charges for violation of State, Federal, or local law or regulation in the last 5 years. Do not include minor traffic tickets.
14. Include payment of the Application Fee - See "Attachment C".
15. Please sign and date your application. If the person SIGNING this application is an Authorized Agent for the business, proof of signing authority must accompany this application.

Attachment A: Insurance Requirements

Attachment B: List of Approved Services, Additionally Required Documentation, and Fee Information

Attachment C: Fee Schedule and Payment Information

Attachment D: Employee/Guide and Certifications List

Attachment E: Commercial Water Vessel or Aircraft List

Additional Information: The National Park Service has terms and conditions on all commercial service agreements. The following terms and conditions will apply to all Commercial Use Authorizations. There may be additional terms and conditions based on the services provided. These may include but are not limited to limits on locations, times, group size, and employee licenses and certifications and providing such information to the park superintendent for approval.

CONDITIONS OF THIS AUTHORIZATION

1. **False Information:** The holder is prohibited from knowingly giving false information. To do so will be considered a breach of conditions and be grounds for revocation: [RE: 36 CFR 2.32(a) (3)].
2. **Legal Compliance:** The holder shall exercise this privilege subject to the supervision of the area Superintendent. The holder shall comply with all applicable laws and regulations of the area and terms and conditions of the authorization. The holder must acquire all permits or licenses of State or local government, as applicable, necessary to provide the services described above, and, must operate in compliance with all applicable Federal, State, and local laws and regulations, including, without limitation, all applicable park area policies, procedures and regulations. All vehicles/vessels/aircraft are required to be registered and the operators are required to have the proper licenses to operate them commercially, as required by law or regulation.
3. **Rates:** The holder shall provide commercial services under this authorization to visitors at reasonable rates satisfactory to the area Superintendent.
4. **Operating Conditions:** The holder shall provide the authorized commercial services to visitors under operating conditions satisfactory to the area Superintendent.
5. **Liabilities and Claims:** This authorization is issued upon the express condition that the United States, its agents and employees shall be free from all liabilities and claims for damages and/or suits for or by reason of any injury, injuries, or death to any person or persons or property of any kind whatsoever, whether to the person or property of the holder, its agents or employees, or third parties, from any cause or causes whatsoever while in or upon said premises or any part thereof during the term of this authorization or occasioned by any occupancy or use of said premises or any activity carried on by the holder in connection herewith, and the holder hereby covenants and agrees to indemnify, defend, save and hold harmless the United States, its agents, and employees from all liabilities, charges, expenses and costs on account of or by reason of any such injuries, deaths, liabilities, claims, suits or losses however occurring or damages growing out of the same.
6. **Insurance:** Holder agrees to carry general liability insurance against claims occasioned by the action or omissions of the holder, its agents and employees in carrying out activities and operations under this authorization. The policy shall name the United States

of America as additional insured. Holder agrees to have on file with the park copies of the above insurance with the proper endorsements.

7. **CUA Fees:** At a minimum, the holder shall reimburse the park for all costs incurred by the park as a result of accepting and processing the application and managing and monitoring the authorized activity. Administrative costs for the application process must be paid when the application is submitted. Monitoring fees and any additional costs incurred by the park to support the commercial activity will be paid annually or on a more frequent basis as determined by mutual agreement between the Holder and the area Superintendent.
8. **Benefit:** No member of, or delegate to, Congress, or Resident Commissioner shall be admitted to any share or part of this authorization or to any benefit that may arise from this authorization. This restriction shall not be construed to extend to this Contract if made with a corporation or company for its general benefit.
9. **Transfer:** This authorization may not be transferred or assigned without the written consent of the area Superintendent.
10. **Termination:** This authorization may be terminated upon breach of any of the conditions herein or at the discretion of the area Superintendent.
11. **Preference or Exclusivity:** The holder is not entitled to any preference to renewal of this authorization except to the extent otherwise expressly provided by law. This authorization is not exclusive and is not a concession contract.
12. **Construction:** The holder shall not construct any structures, fixtures or improvements in the park area. The holder shall not engage in any groundbreaking activities without the express, written approval of the area Superintendent.
13. **Reporting:** The holder is to provide the area Superintendent upon request a statement of its gross receipts from its activities under this authorization and any other specific information related to the holder's operations that the area Superintendent may request, including but not limited to, visitor use statistics, and resource impact assessments. The holder must submit annually the CUA Annual Report (NPS Form 10-660) and upon request the CUA Monthly Report (NPS Form 10-660A).
14. **Accounting:** The holder is to maintain an accounting system under which its accounts can be readily identified within its system of accounts classification. This accounting system must be capable of providing the information required by this authorization. The holder grants the United States of America access to its books and records at any time for the purpose of determining compliance with the terms and conditions of this authorization.
15. **Minimum Wage:** The holder is required to adhere to Executive Order 13658 – Establishing a Minimum Wage for Contractors, as applicable. The implementing regulations, including the applicable authorization clause, are incorporated by reference into this contract as if fully set forth in this contract and available at <https://federalregister.gov/a/2014-23533>.

Exemption: Under Executive Order 13838, Executive Order 13658 shall not apply to contracts or contract-like instruments entered into with the Federal Government in connection with seasonal recreational services or seasonal recreational equipment rental for the general public on Federal lands, but this exemption shall not apply to lodging and food services associated with seasonal recreational services. Seasonal recreational services include river running, hunting, fishing, horseback riding, camping, mountaineering activities, recreational ski services, and youth camps.

16. **Visitor Acknowledgment of Risks (VAR):** The holder is not permitted to require clients sign a waiver of liability statement or form, insurance disclaimer, and/or indemnification agreement waiving the client's right to hold the CUA holder responsible for accidents or injury occurring on NPS property. The holder is permitted to request or require a client to sign a form or statement acknowledging risk and/or indicating that certain prerequisite skills may be needed to participate in the commercial activity. The holder must provide the park with the current copy of all forms and/or statements used for this purpose and obtain written approval by the park to use the form and/or statement. A sample Acknowledgment of Risk form may be obtained by contacting the CUA office at (906) 487-7174 or by going to the park CUA webpage at: <https://www.nps.gov/isro/learn/management/commercial-use-authorizations.htm>.
17. **Intellectual Property of the National Park Service:** Except with the written authorization of the Director of the National Park Service, the Holder shall not assert any legal claim that the Holder or any related entity holds a trademark, tradename, servicemark or other ownership interest in the words "National Park Service", the initials "NPS", or official name of any unit or part thereof, including but not limited to any facility, logo, distinctive natural, archaeological, cultural, or historic site, within the National Park System, or any colorable likeness thereof, or the likeness of a National Park Service official uniform, badge, logo, or insignia.
18. **Nondiscrimination:** The holder must comply with Applicable Laws relating to nondiscrimination in providing visitor services to the public and with all equal employment opportunity provisions of Title VII of the Civil Rights Act, as amended.

SPECIAL PARK CONDITIONS ISRO COMMERCIAL USE AUTHORIZATION

- 19. Permits/Licenses:** The holder must operate in compliance with all applicable federal, state, and local laws and regulations. The holder must obtain and provide copies to NPS staff all permits, licensing, registration, training certificates and completed inspections from any applicable governing body necessary to conduct the business activities specified above.
- 20. Park Daily Use Fees:** All visitors (including clients of CUA holders) must pay a \$7 per person daily entrance fee or present a valid Federal Recreation Pass or Isle Royale Season Pass. These fees or passes can be purchased ahead of time on pay.gov or be paid at any Visitor Center during normal operating hours. Please call (906)482-0984 for any entrance fee related questions. Only on-duty employees of approved CUA holders are exempt from this fee. A copy of the Commercial Use Authorization must be presented to fee collection staff in order to be provided this exemption. CUA operators may not use a personally held season pass to cover the daily fees of their clients.
- 21. Operation Dates:** Commercial operations are only permitted when park is open to all park visitors. Operating inside park water boundaries between November 1st-April 15th is not permitted.
- 22. Reporting:** CUA Annual Reports (NPS Form 10-660) must be submitted as soon as possible at the end of each operating season but no later than January 1st, annually.
- 23. Business Operations:** The commercial visitor services authorized by an Out-of-Park CUA do not permit the holder to advertise, solicit business, collect any fees, or sell any goods or services on lands owned and controlled by the United States. The Authorization is for business operations when there are no fixed commercial facilities within a national park area, the commercial activity originates and terminates outside the park, no money changes hands on park lands and no commercial solicitation occurs on park lands.
- 24. Area Use:** The area(s) authorized for use under this authorization must be left in substantially the same condition as it was prior to the activities authorized herein. This CUA does not authorize priority use of park areas. The holder is prohibited from blocking access or impeding the flow of traffic along any trails, walkways, greenways, waterways or any National Park Service (NPS) facilities.
- 25. Solid Waste Management:** The holder is responsible for the removal of all trash associated with the holder's visit to the park and is prohibited from depositing commercial waste into park trash containers.
- 26. Insurance:** The holder shall purchase at a minimum the types and amounts of insurance coverage as stated herein and agrees to comply with any revised insurance limits the Superintendent may require during the term of this authorization. The Superintendent shall not be responsible for any omissions or inadequacies of insurance coverage and amounts if such prove to be inadequate or otherwise insufficient for any reason whatsoever. The holder shall provide the Superintendent a Certificate of Insurance at the inception of this authorization and shall provide the Superintendent thirty (30) days written notice of any material change in the holder's insurance program hereunder.
- 27. Liability Insurance Lapse or Cancellation:** Upon notification that any of the holder's general liability insurance has lapsed or cancelled for any reason, the authorization to operate in the park shall be suspended until new insurance is in place and on file with the CUA Administrator.
- 28. Commercial Operator Responsibilities:** The Company that packaged, priced, and sold the tour is responsible for obtaining a Commercial Use Authorization (CUA). In the event of a violation or infraction, responsibility and liability will generally be placed on the authorization holder, including citations, warnings, and fines, but the National Park Service retains the right to cite, warn or fine guides and/or drivers associated with a commercial operator regardless of which company is the holder.
- 29. Employee/agent responsibility:** The holder shall ensure that all company employees and operators entering the park are informed of all the conditions of this authorization. (The holder may be cited for any authorization violations committed by their employee and/or agent per section 26.)
- 30. Reporting Accidents:** Any accident resulting in personal injury, death or property damage shall be reported to the Superintendent, as soon as possible. [36 CFR 2.33, 3.4, 4.4] All aircraft or vessel accidents resulting in injury, personal/government property damage, injury to park wildlife or resources must be reported to park law enforcement immediately at 440-546-5945 or by dialing 911. Commercial operators must remain on scene until the arrival of law enforcement officers.
- 31. Emergencies:** The holder is responsible for providing their clients with the necessary information to locate or contact their group if they become delayed or separated. Commercial operators may not abandon their clients in the park and are solely responsible for making arrangements for their clients to rejoin their group after being separated. Lost or missing clients must be reported to park dispatch as soon as possible and without unnecessary delay. While self-rescue is encouraged in cases where no additional

resources are needed, the National Park Service retains the authority to make the determination to employ additional resources when the situation warrants.

- 32. Employee and Client Safety:** All commercial operators are responsible for the safety of their employees and customers while recreating at Isle Royale National Park. All water borne commercial services operating under a CUA will cease operations if the waters of Lake Superior within the boundaries of Isle Royale National Park are under a Small Craft Advisory. PFD's must be worn at all times by clients and guides while operating non-motorized vessels in park waters. CUA holders are responsible for reasonably ensuring the safety of their clients at all times.
- 33. Behavior and Conduct:** The holder and its agents are required to exercise courtesy and consideration in their relations with the public and with NPS employees, volunteers or other park agents. The holder will review and correct the conduct of any of its employees whose actions or activities are considered by the Park Service to be inconsistent with the safety, experience, enjoyment, and protection of visitors and stewards of public land.
- 34. Requirement to Clear Customs:** Every person entering the United States from Canada must first pass through a U.S. Customs and Immigration inspection. This is true regardless of the nationality of the individual or purpose of the visit. Inspection stations are located at the Windigo and Rock Harbor Ranger Stations.
- 35. Research and Sampling:** A CUA does not authorize any research or sampling that requires the taking of samples (water temperature, water visibility not included).
- 36. Authorization Compliance:** The holder and all participants authorized therein must comply with all conditions of the authorization, including all exhibits, amendments, application requirements, and written or verbal directives from the Superintendent or their designee. Failure to obtain an authorization to provide commercial services or have a copy of the document readily available for inspection at any time while in the park, are violations of the authorization terms for which a citation may be issued. This may subject the commercial operator to penalties as prescribed by law or regulation, including but not limited to termination of their CUA.
- 37. List of Commercial Operators:** National Park Service field personnel will be provided with a current list of commercial operators as well as a list of vessels through the CUA administrator. The CUA administrator will receive a notice of any written warnings or citations issued to holders and those will become part of the holder's park record. In addition, the National Park Service may, at any time, terminate this authorization at its discretion or upon breach of any of the conditions based on the seriousness of the violation and the company's cumulative history.
- 38. Fees:** The Holder will be required to pay all applicable park fees (e.g. entrance, commercial use, etc.). A non-refundable fee is required when submitting an application for consideration. The Holder may be required to remit an annual Management Fee based on gross receipts at the end of each calendar year, if applicable. Gross receipts will be reported on the **Annual Report (NPS Form 10-660) due each year at the end of the operating season but no later than January 1st.** The non-refundable application fee will be deducted from the percentage of gross receipts fee. Failure to pay assessed fees will result in revocation of the CUA.

ATTACHMENT A **CUA Insurance Requirements**

Commercial General Liability (CGL) Insurance

Liability insurance is required for all CUA holders under the terms of the authorization. Such insurance should be of sufficient scope to cover all potential risks and in an amount to cover claims that can reasonably be expected in the event of serious injury or death. The minimum commercial general liability insurance is \$500,000. Liability insurance policies must name the United States of America as additional insured. The business or person that is providing the service must be the named insured (policy holder). Companies that provide transportation only are not required to have Commercial General Liability as long as the passengers do not disembark.

Other Required Insurance

CUA holders authorized to transport passengers aboard or use in the park an owned/rented/leased vessel are required to have **P&I Vessel Insurance**. If you are using a motorized vessel to operate commercially within the park, you must have a P&I policy with minimum liability coverage of \$1,000,000. However, if your Commercial General Liability insurance provides a blanket watercraft endorsement and does not exclude watercraft liability, then a Commercial General Liability insurance policy in the amount of \$1,000,000 may be accepted in lieu of the P&I vessel policy. If your primary policy does not meet the Service established limits for commercial general liability, you may obtain additional coverage through an umbrella insurance policy.

CUA holders authorized to transport passengers or use in the park an owned/rented/leased aircraft are required to obtain **Aircraft Liability Insurance**. The minimum Aircraft Liability Insurance is \$10,000,000 for each accident (bodily injury & property damage), each person limit must be at least \$1,000,000 and property damage limit must be included.

Insurance Company Minimum Standards

The NPS has established the following minimum insurance **company** requirements. All insurance companies must meet the following minimum standards. These standards apply to foreign insurance companies as well as domestic companies.

1. All insurers for all coverages must be rated no lower than A- by the most recent edition of Best's Key Rating Guide (Property-Casualty edition), or similar insurance rating companies (Moody's, Standard and Poor's, or Fitch), unless otherwise authorized by the Service.
2. All insurers for all coverages must have Best's Financial Size Category of at least VII according to the most recent edition of Best's Key Rating Guide (Property-Casualty edition), or similar insurance rating companies (Moody's, Standard and Poor's, or Fitch), unless otherwise authorized by the Service.
3. The insurance ratings must be submitted with the CUA Application. The rating companies do not issue certificates. We require the insurance broker to note this rating in the Certificate. If the rating does not appear on the certificate, the insurance broker must provide it in another document.

Proof of Insurance Submission

Applicants must submit proof of insurance with the CUA Application. The proof of insurance must:

- It is preferred that the proof of insurance be on an Acord form
- Be written in English with monetary amounts reflected in USD
- Reflect that insurance coverage is effective at time of CUA Application submission
- Name as insured the business or person that is providing the service
- Name the United States as additional insured
- Reflect a General Commercial Liability Policy with the minimum coverage amount required in the CUA Application
- Reflect required additional insurances (commercial vehicle, vessel, aircraft, etc.) with the minimum coverage amount required in the CUA Application
- Include insurance provider rating or provide in separate document

ATTACHMENT B
List of Approved Service, Additionally Required Documentation, and Fee Information

AUTHORIZED COMMERCIAL SERVICE TYPES	REQUIRED DOCUMENTATION*	REQUIRED CUA FEES
Guided Backpacking/Hiking	<ul style="list-style-type: none"> • Basic First Aid, CPR certification, & Food Handlers license are required for all guides/trip leaders. Proof of current certifications must be submitted to the CUA Administrator and indicated on Attachment D. 	See Attachment C
Guided SCUBA Diving	<ul style="list-style-type: none"> • Valid Diving certification (C-Card), Basic First Aid certification, CPR certification, Oxygen Aid for Dive Injury (DAN), & Food Handlers license are required for all guides/trip leaders. Proof of current certifications must be submitted to the CUA Administrator and indicated on Attachment D. • A current list of all associated waterborne vessels that operate within park boundaries will be indicated on Attachment E. 	See Attachment C
Fishing Charters	<ul style="list-style-type: none"> • Basic First Aid, CPR certification, & Food Handlers license are required for all guides/trip leaders. Proof of current certifications must be submitted to the CUA Administrator and indicated on Attachment D. • A current list of all associated waterborne vessels that operate within park boundaries will be indicated on Attachment E. 	See Attachment C
Guided Kayak/Canoe Excursions	<ul style="list-style-type: none"> • Basic First Aid, CPR certification, & Food Handlers license are required for all guides/trip leaders. Proof of current certifications must be submitted to the CUA Administrator and indicated on Attachment D. • A current list of all associated waterborne vessels that operate within park boundaries will be indicated on Attachment E. 	See Attachment C
Guided Photography	<ul style="list-style-type: none"> • Basic First Aid, CPR certification, & Food Handlers license are required for all guides/trip leaders. Proof of current certifications must be submitted to the CUA Administrator and indicated on Attachment D. 	See Attachment C
Sailboat Charters	<ul style="list-style-type: none"> • Basic First Aid, CPR certification, & Food Handlers license are required for all guides/trip leaders. Proof of current certifications must be submitted to the CUA Administrator and indicated on Attachment D. • A current list of all associated waterborne vessels that operate within park boundaries will be indicated on Attachment E. 	See Attachment C
Aviation Transportation Services	<ul style="list-style-type: none"> • Documents required by the Federal Aviation Administration for the operation being conducted. • A list of pilots and their licenses will be provided to the CUA Administrator on Attachment D. • A list of all aircrafts with identifying information will be submitted to the CUA Administrator on Attachment E. 	See Attachment C

*Required documentation must be updated with the CUA Administrator, as needed.

ATTACHMENT C Fee Schedule and Payment Information

Cost Recovery

Public Law 105-391, Section 418, requires the National Park Service (NPS) to collect a reasonable fee for Commercial Use Authorizations (CUAs) at an amount at least sufficient to recover the NPS' costs in administering and managing the CUAs.

Application Fees

All application fees are non-refundable, due at time of application, and do not guarantee that a CUA will be granted based on the appropriateness of the information contained therein. Please contact the CUA Administrator with any questions prior to submission of payment at ISRO_CUA_SUP@nps.gov.

Beginning 2021, returning commercial operators* have the choice to apply for a one OR two-year CUA. See table below for details:

Types of Commercial Use Authorizations	
1-Year	- \$500 Application Fee - Available to first-time CUA applicants and/or applicants seeking to provide a new type of service (see pg.3 of this application for a complete list of currently approved service types).
2-Year	- \$600 Application Fee - Only returning* operators may qualify for a 2-year CUA.

*A "returning commercial operator", is defined as someone who has previously held a CUA at Isle Royale National Park within the past 5 years and who is in good standing with the park.

Management Fees

Management fees are determined using Market Value Method and are billed to the CUA holder annually after their Annual CUA Report is submitted (due January 1st). This type of fee is applicable only if the holder generates gross receipts greater than \$25,000 from operations conducted in the park. The percentage owed is determined based on the reported gross receipts and the formula listed in the table below. Application fees will be deducted from the amount owed if Market Value Management Fees apply.

Market Rate Method	
Gross receipts of business generated in the park	Fee Percentage
Gross receipts at or below \$25,000	No Management Fee
Gross receipts between \$25,000 and \$250,000	3% of gross receipts - application fee
Gross receipts between \$250,000 and \$500,000	4% of gross receipts - application fee
Gross receipts greater than \$500,000.00	5% of gross receipts - application fee

Management fees may differ if you concurrently hold a concessions contract with the park, please contact isro_concessions@nps.gov, with any related questions.

ATTACHMENT E
Commercial Water Vessel or Aircraft List

Please list all water vessels or aircraft that will be used by your business within the park boundaries, in the table below.

Note: The state of Michigan requires that all vessels (including non-motorized vessels) used on public waters for commercial purposes be registered. All vessels used in the park must be included on this list prior to operating. In order to monitor compliance with state and federal law, U.S. Park Rangers will be actively ensuring the accuracy of this list throughout the operating year by spot checking vessels in the field. This list can be updated at any time by emailing the CUA Administrator at: isro_CUA_SUP@nps.gov.

Business Name: _____

	State Registration # / USCG Documentation / Tail Number	Expiration Date	Make/Model	Max # Passenger Capacity	Color	Length	Rent / Own / Lease
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
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16							
17							
18							

