United States Department of the Interior

NATIONAL PARK SERVICE
Mojave National Preserve
2701 Barstow Road
Barstow, California 92311

IN REPLY REFER TO:

PROCEDURES FOR OBTAINING A COMMERCIAL USE AUTHORIZATION

In response to your inquiry concerning Commercial Use Authorizations, enclosed is a Commercial Use Authorization Application Worksheet for you to complete and return to us. It is important that the worksheet be as detailed as possible concerning your proposed activity.

For guided tours, sporting events or other organized gatherings, you will need to attach a copy of advertisements, flyers, brochures, and all information sent to participants.

The information on the worksheet will be utilized by the National Park Service (NPS) staff to evaluate the impact of your activity on park resources and visitors, level of monitoring required, and any additional costs associate with your request. It may require several weeks to review your request and render a decision. Complete and return the Application/Worksheet with these fees:

1. Minimum cost requirements for obtaining a Commercial Use Authorization (CUA) include:

Application Fee	$79.00
Administrative Processing, starting at	$414.00
Annual Incidental Monitoring (minimum of 4 hours @ $45.00 per hour)	$180.00

NOTE: If additional monitoring is required beyond the minimum four hours, the permittee will be charged at a rate of $45.00/hour, or $67.00/hour for overtime rates.

2. The following additional requirements are detailed in item # 10 of the application:
   a. Certificate of Insurance: Insurance certificates must specify that the insurance company shall have no right of subrogation against the United States of America. The additional insured shall be named as follows:

   United States of America
   Mojave National Preserve
   Commercial Use Authorizations
   2701 Barstow Road
   Barstow, CA 92311

   b. Operating Plan
   c. Promotional Literature
   d. Instructor Certifications
   e. Rock Climbing: Accreditation or Certification

All the above are essential elements for processing a Commercial Use Authorization. The Rock Climbing requirement (e) is only applicable for groups doing technical rock climbing.

3. Applicants obtaining an CUA will be responsible for knowing and abiding by those items listed in the Interim Guidelines for Commercial Use Authorizations and the General Guidelines: 5.2 Special Park Use Guideline of August 15, 2004.

4. The Mojave National Preserve CUA Annual Survey will be required of all CUA holders within 30 days of the CUA's expiration.

5. Questions pertaining to the CUA permitting process may be directed to the Special Park Uses Coordinator.

MOJAVE NATIONAL PRESERVE

2701 Barstow Road
Barstow, CA 92311
(760) 252-6107

Application for Commercial Use Authorization

APPLICANT: Type/print in black ink the information requested.

1. **APPLICANT** Name:_____ 2. **ORGANIZATION** Name: _____

   Street/P.O. Box: _____ Street/P.O. Box: _____

   City/State/Zip: _____ City/State/Zip: _____

   Telephone: ( ) _____ Telephone: ( ) _____

   Social Security Number or Tax Identification Number: _____

3. **Onsite Supervisor:** _____ Fax: ( ) _____

4. Type of business conducted: _____

5. Describe activity in detail: _____

   _____

6. Describe support equipment associated with the activity: (generators, caterers, mechanized equipment, etc.) _____

   _____

7. List dates, times and specific locations of event(s): 1. _____

   2. _____ 3. _____

   4. _____ 5. _____

8. Estimated number of people per visit: _____ Estimated number of annual visits: _____

9. Estimated annual gross receipts to be generated in the park: $ _____

10. **<u>The following materials must be received with this application before processing can be completed:</u>**
    - **a. Certificate of Insurance: Minimum $1,000,000 per occurrence**
      - **1. Additional Insured: <u>U.S.</u> Government Certificate Holder<u>: Mojave National Preserve</u>**
    - **b. Operating Plan:** Details of activities, Emergency Preparedness Plan, Contact Information, etc.
    - **c. Promotional Literature:** Pamphlets, papers or brochures distributed to the public.
    - **d. Instructor Certificates:** Copies (front & back) – First Aid and CPR (minimum)
    - **e. Rock Climbing:** Proof of either **AMGA** or **AEE** Accreditation/Certification, or Letter of Intent
    - **f. Checks:** Payable to **<u>National Park Service</u>** in the following amounts:

1. Application Fee	**$ 79.00**
2. Administrative Processing Fee, starting at	**$414.00**
3. Annual Incidental Monitoring (4 hours @ $45.00/hour)	**$180.00**

*<u>**NOTE:**</u> If a previous CUA was obtained by your company, that information becomes a part of the Mojave National Preserve historic file system. **<u>All materials must be submitted again for obtaining a new permit.</u>**

11. Name of person on location responsible for group's adherence to all terms and conditions of permit.

    Name: _____ Title: _____

Due to requirements under the National Environmental Policy Act (NEPA) we are in need of information pertaining to the specific locations that will be used by your company under a Commercial Use Authorization. Each location in which commercial activities are expected to operate will be evaluated by park staff for potential resource impacts. This evaluation is required to better manage the preservation of park resources. The locations you list as important to your operation will determine the specific areas of operation for your permit. The following items of information are needed in order to complete your application. Use extra paper as necessary.

(1) Locations of operations according to the following categories:

Rock climbing areas:
Hunting areas:
Hiking areas:
Equestrian use areas:
Bicycling areas:
Motorcycle/all-terrain vehicle use areas:
Four-wheel driving areas:
Backcountry use/ roadside vehicle camping areas:

(2) List in detail the activities for each designated location (i.e., What, Where, How)

Rock climbing areas:
Hunting areas:
Hiking areas:
Equestrian use areas:
Bicycling areas:
Motorcycle/all-terrain vehicle use areas:
Four-wheel driving areas:
Backcountry use/ roadside vehicle camping areas:

(3) The number of people being guided or instructed in the abovementioned areas. (Please note if this number constitutes one group of people or a collective number of people in several smaller groups.)

Rock climbing areas:
Hunting areas:
Hiking areas:
Equestrian use areas:
Bicycling areas:
Motorcycle/all-terrain vehicle use areas:
Four-wheel driving areas:
Backcountry use/ roadside vehicle camping areas:

(4) The estimated number of people you plan to bring to the above locations during the next 12 months.

Please complete the requested information above with additional sheets of paper if needed, and enclose with the application/worksheet. You may email or FAX the worksheet, with the original signed application worksheet and application fee to follow.

If additional information is needed, you may contact the Special Park Uses/Commercial Use Authorizations Coordinator.

Mojave National Preserve
Special Park Uses/Commercial Use Authorizations
2701 Barstow Road
Barstow, CA 92311

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