

# National Park Service, Alaska Region

## Commercial Use Authorization Application Checklist

YES	N/A	APPLICANT'S NAME: _____
<input type="checkbox"/>	<input type="checkbox"/>	Completed CUA Application ( <b>Form 10-550</b> and <b>Supplemental</b> Application Form)
<input type="checkbox"/>	<input type="checkbox"/>	Fee Payment – Submit pay.gov receipt or check (See Application Instructions for a detailed Fee Schedule and Payment Instructions). Payments made by check must include an additional \$5 processing fee ( <i>effective Nov 1, 2017</i> ).
<input type="checkbox"/>	<input type="checkbox"/>	Alaska Business License number – available online at: <a href="https://www.commerce.alaska.gov/web/cbpl/BusinessLicensing/NewBLOnline.aspx">https://www.commerce.alaska.gov/web/cbpl/BusinessLicensing/NewBLOnline.aspx</a>
<input type="checkbox"/>	<input type="checkbox"/>	Proof of Insurance listing minimum coverage amounts reflected in \$USD (see Application Instructions-Insurance Requirements) Insurance Certificates must be written in English and include the following information: <ul style="list-style-type: none"><li><input type="checkbox"/> The name and address of the business or person shown on the application</li><li><input type="checkbox"/> The current policy period</li><li><input type="checkbox"/> The United States of America named as an additional insured and so noted on the Certificate of Insurance.</li></ul> Address for the Certificate Holder / Additional Insured: United States of America National Park Service - Concessions 240 West 5th Avenue #114 Anchorage, AK 99501
<input type="checkbox"/>	<input type="checkbox"/>	Air Carriers: <ul style="list-style-type: none"><li><input type="checkbox"/> Aircraft insurance policy listing coverage, by tail number, for all aircraft that will operate on park lands or waters (See Application Instructions-Insurance Requirements).</li><li><input type="checkbox"/> Part 135 – Submit FAA Operating Certificate</li><li><input type="checkbox"/> Foreign Air Carrier – Submit FAA Letter of Authorization</li></ul>
<input type="checkbox"/>	<input type="checkbox"/>	Licensed Big Game Transporters: <ul style="list-style-type: none"><li><input type="checkbox"/> State of Alaska Transporter License</li></ul>
<input type="checkbox"/>	<input type="checkbox"/>	Watercraft Operators: <ul style="list-style-type: none"><li><input type="checkbox"/> Provide a list of all watercraft to be used within park boundaries and state registration information as applicable (See Application Instructions).</li><li><input type="checkbox"/> Watercraft liability coverage or boat endorsement listed on general liability certificate (Required for all water-based activities other than Charter Boat, Ferry Service, Water Taxi, and Whitewater Rafting which have different policy requirements as outlined in the Application Instructions-Insurance Requirements).</li></ul>
<input type="checkbox"/>	<input type="checkbox"/>	Motor Vehicle Operators: <ul style="list-style-type: none"><li><input type="checkbox"/> Provide a list of all motorized vehicles to be used within park boundaries.</li><li><input type="checkbox"/> Provide auto liability certificate (see Application Instructions-Insurance Requirements)</li></ul>

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- ☐ ☐ Kenai Fjords Guided Mountaineering Applicants:
  - ☐ Submit complete Kenai Fjords Mountaineering Training and Certification Package (See Kenai Fjords Guided Mountaineering Supplement).
- ☐ ☐ Glacier Bay Alsek River Rafting Applicants:
  - ☐ Submit documentation of permit approval from all applicable Canadian agencies (Yukon Territorial Government, British Columbia Parks, Kluane National Park)
- ☐ ☐ Glacier Bay National Park & Preserve, Klondike Gold Rush National Historical Park, and Wrangell-St.Elias National Park & Preserve applicants, submit staff First Aid and CPR certifications. Not required for Air Taxi Operators except in Glacier Bay National Park & Preserve.

### Important Notes:

- Application Period: November 1<sup>st</sup> through April 30<sup>th</sup>
- An authorization cannot be issued until all the required documents and information are received, reviewed, and approved by each park unit listed on the application. Incorrect insurance certificates and incomplete applications will delay processing.
- **Gates of the Arctic National Park & Preserve Visitor Safety & Leave No Trace Orientation:** Mandatory check in, all clients must be oriented before taking trips. Commercial Operators must call 1-800-478-5494 or check in at the Bettles Ranger Station, Coldfoot Visitor Center or Anaktuvuk Pass Ranger Station.