

State of Alaska
Big Game Commercial Services Board

**Trophy Preparation
Visual Recording Instructions**

In accordance with 12 AAC 75.110(a) (1) (D), a portion of the Registered Guide-Outfitter qualification examination will include *trophy preparation* of an animal. The applicant must provide a visual recording of the applicant capping *and preparing* of an Alaskan big game animal, as described below.

Submission of Visual Recording: The visual recording must be submitted to the Board in *DVD, memory stick or thumb drive format only, on or before the first day of the scheduled examination date*. If the applicant fails to provide a visual recording as instructed below, the applicant will fail this portion of the examination. *Please test-run the recording to be sure it is operable and viewable in standard format*. The video recording will remain permanently with the application file and will not be returned to the applicant.

Copy of Visual Recording: It is recommended that you retain a copy of your recording.

Animal: An applicant may select the Alaskan Big Game Animals for this portion of the examination. The animals are not required to be from a client harvest.

Aspects that must be included in the visual recording:

1. Cuts: The applicant must cape the animal for one of the following, *including opening cuts and removing the hide or cape from the animal; casing the animal is not acceptable*:
 - a) Rug Mount
 - b) Head Mount
 - c) Full Body Mount
2. Ears: Must include complete turning of a least one ear, *ready for salting*.
3. Lips: Must include splitting the lips, *ready for salting*.
4. Nose: Preparation of the nose, ready for salting.
5. Paw-Hoof: Must include skinning out of at least one paw or one hoof (as applicable to the animal being caped) *including the last digit, ready for salting*. **Note:** If the applicant is preparing for a head mount, the applicant must prepare at least one paw or hoof for the purpose of the examination.
6. Fleshing: Flesh out at least one square foot of hide, *ready for salting*.

Visual Recording: The visual recording must conform to the following:

1. The Applicant's face and hands must be visible at all times *except as detailed in #2*.
2. Zoom in on the turned ear, split lip, nose and the skinned paw or hoof. Applicant must be included in the beginning of the zoom in and again visible as the picture zooms out.
3. The filming is to be continuous *where possible*. Editing or splicing is not acceptable *except in the case where camera or battery time prohibit finishing*. *The video may be restarted or a separate Alaskan big game animal may be used for each aspect of the exam (lips, ears etc.), as long as the applicant's face and hands appear before the new work begins and in accordance with (1.) and (2.) above*. *Each separate aspect of the exam must be a continuous, unedited video*. Please narrate what you are doing as you begin each new section.