



Online Instructions

Initial Application for Transporter License

PLEASE READ the application instructions, statutes, and regulations before completing your application. Please retain this information for future reference. **YOU MUST HOLD A PERMANENT LICENSE TO PRACTICE AS A TRANSPORTER IN ALASKA.**

The following documents must be on file to be considered for licensure:

1. APPLICATION

A completed, signed application.

2. FEES

Fees required in accordance with 12 AAC 02.230.

- Resident License Fee: \$1050.00 (\$200.00 Nonrefundable application fee and \$850.00 License Fee).
- Nonresident License Fee: \$1900.00 (\$200.00 Nonrefundable application fee and \$1,700.00 License Fee).

3. LICENSE HISTORY (FAA and/or USCG)

Photocopies of the Federal Aviation Administration and/or United States Coast Guard licenses applicable to the applicant's operation.

4. CORPORATION, LLC, or LLP

The Department will perform a query of the Division of Corporations database to verify that the applicant who states they are a corporation, LLC or LLP, has current articles of incorporation or articles of organization on file, which is in good standing.

5. JURISPRUDENCE QUESTIONNAIRE

A completed Jurisprudence Questionnaire (#08-4012).

LICENSE STATUS:

Licenses are issued for a two-year period and expire on **December 31** of **ODD** - numbered years, regardless of the date of issuance, except licenses issued within 90 days of the expiration date are issued to the next biennial expiration date. One renewal notice will be mailed at least 30 days before license expiration to the last known address of record.

"YES" RESPONSES:

A "Yes" response in the application does not mean your application will be denied. If you have responded "Yes" to any professional fitness questions in the application, be sure to submit a signed and dated explanation, and both charging and closing court documentation.

PUBLIC INFORMATION:

Please be aware that all information on the application form will be available to the public, unless required to be kept confidential by state or federal law. Information about current licensees, including mailing addresses, is available on the Division's website at ProfessionalLicense.Alaska.gov under License Search.

ADDRESS OR NAME CHANGE:

In accordance with 12 AAC 02.900, it is the applicant's/licensee's responsibility to notify the Division, in writing, of changes of address or name. Name and address change notification forms are available on the Division's website. The address of record with the Division will be used to send renewals and all other official notifications and correspondence. The name appearing on the license must be your current legal name.

RANDOM AUDIT:

If your program requires continuing education, the Division will audit a percentage of the license renewals. If your license is randomly selected for audit, you will be sent a letter and required to submit copies of documentation and proof that you satisfied the continuing competency requirements as you stated on this renewal form. Please note that licensees are randomly selected by computer and may be randomly selected as often as the computer program chooses. You must save your documents for at least four years so you can respond to audits.

SOCIAL SECURITY NUMBERS:

AS 08.01.060 and 08.01.100 require that a U.S. Social Security Number be on file with the division before a professional license is issued or renewed for an individual. If you do not have a U.S. Social Security Number, please complete the Request for Exception from Social Security Number Requirement form located at ProfessionalLicense.Alaska.gov or contact the Division for a copy of the form.

STATUTES AND REGULATIONS:

The complete set of statutes and regulations for this program are available by written request or online at the Division's website: *ProfessionalLicense.Alaska.Gov*

If you would like to receive notice of all proposed regulation changes for your program, please send a request in writing with your name, preferred contact method (mail or email), and the program you want to be updated on to:

REGULATIONS SPECIALIST

Email: *RegulationsAndPublicComment@Alaska.Gov*

Department of Commerce, Community, and Economic Development

Division of Corporations, Business and Professional Licensing

P.O. Box 110806

Juneau, Alaska 99811-0806

AFFIDAVIT OF FINANCIAL RESPONSIBILITY BY MEANS OF ASSETS

- Complete this page only if you intend to use assets as your proof of financial responsibility.
- Any columns left blank will delay the issuance of your license.

Asset(s) Description	Physical Location of Assets	Current Market Value (If assets were sold or withdrawn and converted into cash)	Identification of Liens (If no liens, you must state so)	Current Market Value Minus any Liens
TOTAL – Total should equal or exceed \$100,000.00.				

I certify that I will notify the department within ten days of any change to the above information (12 AAC 75.420).

I further understand that it is a Class A misdemeanor under Alaska Statute 11.56.210 to falsify an application and commit the crime of unsworn falsification.

I certify that the above assets are available for payment of a legal judgement against me resulting from my services.

Applicant Name:			
Applicant's Signature:		Date:	

Select ONE (1) of the following: Owner Partner Corporate Officer



THE STATE
of

ALASKA

Department of Commerce, Community, and Economic Development
Division of Corporations, Business and Professional Licensing

Big Game Commercial Services Board

PO Box 110806, Juneau, AK 99811-0806

(907) 465-2550

Email: BigGameCommercialServicesBoard@Alaska.Gov

Website: ProfessionalLicense.Alaska.Gov/BigGameCommercialServicesBoard

Transporter Jurisprudence Questionnaire

This jurisprudence questionnaire must be completed with a minimum score of 70% before your license can be issued, in accordance with 12 AAC 75.145(a)(6). All answers may be found in the Big Game Commercial Services Board Statute and Regulation booklet posted on the program website.

Applicant Name:	
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- 1. Sec. 08.54.680. Financial Responsibility and Other Requirements for Guides and Transporters.** Does the transporter have to have a contract with clients?
 A. True
 B. False
- 2. Sec. 08.54.720. Unlawful Acts.** If a client makes a game violation is the transporter responsible for notifying the appropriate authority? If so, in how many days?
 A. 5 days
 B. 10 days
 C. 20 days
 D. 30 days
- 3. Sec. 08.54.720. Unlawful Acts.** A person can start advertising before receiving a transporter license.
 A. True
 B. False
- 4. Sec. 08.54.720. Unlawful Acts.** A person providing transportation services can accompany the client(s) at any time in the field.
 A. True
 B. False
- 5. 12 AAC 75.450. Transporter contract requirements.** After receiving a deposit from a new client, how many days do you have to provide a contract?
 A. 15 days
 B. 30 days
 C. 60 days
 D. 90 days

6. **12 AAC 75.450. Transporter contract requirements.** A licensed transporter may provide transportation services with accommodations only at a permanent lodge, house, or cabin owned by the transporter or on a boat with permanent living quarters located on salt water.
- A. True
- B. False
7. **12 AAC 75.450. Transporter contract requirements.** A licensed transporter may provide vehicles, fuel, camping, or game processing equipment for a fee.
- A. True
- B. False
8. **12 AAC 75.450. Transporter contract requirements.** Once a client is back in camp or on the board the transporter can assist with skinning or caping an animal.
- A. True
- B. False
9. **12 AAC 75.450. Transporter contract requirements.** A transporter can spot and identify game for the clients.
- A. True
- B. False
10. **12 AAC 75.450. Transporter contract requirements.** A transporter should retain copies of the client contract for at least _____ years.
- A. 2 years
- B. 3 years
- C. 4 years
- D. 5 years
11. **12 AAC 75.400. Transporter Activity Reports.** The transporter shall make the transporter activity report available for inspection upon request by an agent of the board or department or any state or federal law enforcement agency authorized to enforce guiding, game, or game management statutes or regulations.
- A. True
- B. False
12. **12 AAC 75.400. Transporter Activity Reports.** Transporter activity reports are to be submitted within _____ days of the transportation service to comply with AS 08.54.650(c).
- A. 30 days
- B. 45 days
- C. 60 days
- D. 75 days