

Permit Renewal CHECK LIST

Please send in the below requirements, even if you have sent these in previously. Failure to provide this information will result in no permit for the season. Please sign, date and return with your paperwork.

<u>Enclosed</u>	<u>Description</u>
_____	A completed and <u>signed</u> application. (Game Management Units <u>must</u> be listed in No.12 and a map must be provided with your application).
_____	<u>Signed</u> Operating Plan
_____	A marked-up map showing sufficient detail all areas proposed for guiding and outfitting operations, and base and spike camp locations.
_____	Copy of any applicable state, county or city licenses, permits or registrations
_____	Any written permission to cross or use private lands. If you do not use private lands, include letter with this information.
_____	Proof of Insurance and list BLM as Additional Insured.
_____	Copy of current brochure, website and/or other advertisements with current client charges <ul style="list-style-type: none">• Please note that the following disclosure must be included: "All or part of this operation is conducted on Public Lands under special permit from the U.S. Bureau of Land Management."
_____	Estimated Use Fee and Processing Fee Payments <ul style="list-style-type: none">• Please refer to your prior year Post Use Letter for amount due
_____	Copy of Articles of Incorporation and Certificate for corporation
_____	<u>Signed</u> copy of SRP Terms, Conditions and Stipulations
_____	Copy of blank client contract/waivers

Signature _____

Date _____