

Annual Filing Fee Quick Facts

Question #1: How much is the annual filing fee?

The annual filing fee for 2017 and for any subsequent year is \$300.00, however, fees are subject to annual analysis and are subject to change. There will be appropriate and timely notice should this fee change. To pay for any hunt records or transporter activity reports from 2016 or from prior years, a \$50 per record/report is required.

Question #2: When was the Big Game Commercial Services Board notified of this fee change and why was it imposed?

The Division Director notified licensees of the Big Game Commercial Services Board in August 2016 that a fee analysis would be taking place in efforts to find an effective solution to help the Board reach financial solvency. In a subsequent letter dated October 7th, 2016, the Division Director notified licensees that a flat annual fee would be the most effective solution for the time being. In a memorandum dated October 28th, 2016, a copy of the filed regulation for the amendment to 12 AAC 02.230(c)(4) was made publically available to the Big Game Commercial Services Board homepage, which indicated an effective date for the annual fee as November 26th, 2016.

Question #3: When is the annual filing fee due?

The annual filing fee is due every year between January 1st and March 31st.

Question #4: Who is required to pay the annual filing fee? How do I pay?

Licensed registered and master guides as well as licensed transporters are required to pay the annual filing fee if the guide or transporter intends to conduct guided hunts and/or provide transportation services. A form (form #08-4710) is posted to the homepage as well as to the Applications & Forms page and includes a credit card authorization form, if this is the preferred payment method. Guides and/or transporters can also submit a check, cash, or money order. This same form can also be used to request additional hunt records—please note that the fee will need to be paid before additional hunt records or transporter activity reports can be issued.

Question #5: What are the penalties for not paying the annual filing fee?

There are no monetary, civil, or other disciplinary penalties for not paying the annual filing fee if a guide or transporter does not provide services for the calendar year, however, failure to pay may result in not being able to renew a license and/or request additional hunt records or transporter activity reports. If a guide and/or transporter is filling out hunt records or transporter activity reports for contracted activity and has not paid the filing fee before the license renewal period, the guide and/or transporter will not be able to renew their license until the fee is paid and all records and/or reports are returned to the Board.

Question #6: Is the annual filing fee refundable?

If a licensed registered/master guide and/or transporter does not submit any hunt records or transporter activity reports and otherwise does not conduct any contracted services, a request for a refund may be made to the Department.