



General Activities Special Use Permit Application

Refuge:

Address:

Attn: (Refuge Official)

E-Mail:

Phone #:

For Official Use Only:

Permit #:

Station #:

Permit Term: from to

Note: We do not require all information for each use. See instructions at the end of the notice and contact the refuge identified above to determine applicability of a particular item. Attach additional sheets to the application if the text spaces provided are inadequate.

1) Identify the type of Permit you are applying for: New Renewal Modification Other

Applicant Information

2) Full Name: 3) Organization:

4) Street Address:

5) City/State/Zip:

6) Phone #: 7) Fax #:

8) E-mail:

9) List known assistants/subcontractors/subpermittees: (Only required if the assistants/subcontractors/subpermittees will be operating on the refuge without the permittee being present.)

Name/Business	Address	Phone #

Activity Information

10) Activity type: Event Wood Cutting Group Visit Educational Activity
 Cabin/Subsistence Cabin Other

Note: Depending on the activity for which you are requesting a permit, we may ask you for the following activity information. Please contact the specific refuge where the activity is being conducted to determine what information is required.

11) Specifically identify timing, frequency, and how the activity is expected to proceed:

12) Activity/site occupancy timeline: (Specifically identify beginning and ending dates, site occupation timeline, hours, clean-up, and other major events.)

13) Expected number of participants, if applicable: Children (1-18) Adults Total

14) Grade level of educational group, if applicable: Grade

15a) Will staff time/assistance be required for group activities? Yes No N/A

15b) If yes, what's the anticipated time frame?

16a) Plan of Operation required? Yes No N/A 16b) Plan of Operation attached? Yes No

17) Specifically identify location(s): (GPS location(s) preferred)

18a) Is map of location(s) required? Yes No N/A

18b) Is map of location(s) attached? Yes No

Insurance Coverage/License/Certifications/Permits

Note: Contact the specific refuge headquarters office where the activity is going to be conducted to determine if any type of insurance, certification(s), or permit(s) will be required. We may process this Special Use Permit while the applicant obtains them.

19) List any **insurance coverage** you have such as general liability, aviation, grounding liability, contaminants applicator, medical evacuation, or others, if required:

Insurance Type	Carrier Name	Policy Number	Copy Attached? Yes or No

20) Identify licenses, certifications, and permits, if required:

License/Certification/Permit Type	Number (if applicable)	Issued to:	Copy Attached? Yes or No

Logistics and Transportation

Note: Not all information is required for each use. Please contact the specific refuge where the activity is being conducted to determine what information is required. Attach additional sheets to the application if the text spaces provided are inadequate.

21) Does activity require personnel to stay overnight onsite? Yes No

22) List names of personnel involved:

List Names	List Names	List Names

23) Specifically describe all major equipment/gear and materials used, if required:

24a) Provide detailed information on the logistics for onsite, intersite, and/or ship-to-shore transportation to or on the refuge, if required:

24b) Provide descriptions, license plate, or I.D. numbers of vehicles used for onsite, intersite, and/or ship-to-shore transportation, if required:

Type of transportation (onsite, intersite, or ship-to-shore)	Equipment Type	License/I.D./Registration Numbers

25) Specifically describe onsite work and/or living accommodations:

26) Specifically describe onsite hazardous material storage or other onsite material storage space:

Sign, date, and print this form and return it to the refuge for processing.

30) Signature of Applicant: _____ Date of Application: _____

Note: Privacy information, General Conditions and requirements, and instructions for completing application available upon request at the Kenai National Wildlife Refuge Headquarters on Ski Hill Rd.