



STATE OF ALASKA
DEPARTMENT OF NATURAL RESOURCES
DIVISION OF MINING, LAND, AND WATER
550 West 7th Avenue, Suite 900C
Anchorage, Alaska 99501-3577

Receipt Type: 4A

ADL CASE FILE NO. _____
(To be assigned by DNR)

SHORE FISHERY LEASE APPLICATION / AMENDMENTS TO EXISTING LEASES

*****NOTE: INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED*****

Please read instructions on page #5

APPLICATIONS ACCEPTED JUNE 1 – OCTOBER 15

1. **Name of Applicant:** _____
First
Middle
Last

Summer Mailing Address

From: _____ **To:** _____

Phone: _____

Email: _____

Winter Mailing Address

From: _____ **To:** _____

Phone: _____

Email: _____

2. **United States Citizen?** Yes No (Check the box that applies).

3. **Applicant's Limited Entry Permit Number(s):** _____
(Note: If applicant has two permits, please provide both numbers).

4. **Does the applicant already have a Shore Fishery Lease issued by the Department?**
Yes No (Check the box that applies). If yes, what is the ADL No. _____

5. **If applicant is a minor (under 18, but at least 10 years of age) the trustee* must provide the following information:**

a) **Name of Trustee:** _____
First
Middle
Last

b) **Mailing Address:** _____

c) **Age of Trustee:** _____ d) **Relationship to Applicant:** _____

6. **Legal description of setnet site(s) applied for:**

Section(s): _____ **Township:** _____ **Range:** _____ **Seward Meridian**

*11 AAC 64.250. Appointment of Trustee. A person who is qualified under the laws of Alaska to act as a trustee may apply for approval to act as a trustee for a shore fishery lease on behalf of a minor. The director will issue the lease in the name of an approved trustee, subject to other provisions of this chapter. The trustee does not acquire any rights in the leased area by virtue of this trusteeship. (Eff. 4/18/64, Reg. 16; am 3/30/85, Reg. 93) Authority: AS 38.05.020, AS 38.05.082

7. **GPS readings for both inside and outside net buoys in Datum WGS 84.**

Net 1: _____

Net 2: _____

Net 3: _____

Net 4: _____

8. **Provide general location of setnet site(s) in relation to local, natural, or man-made landmarks:**

9. **Number of nets applied for:** _____

10. **Length of each net (in feet):** _____

11. **Is applicant the owner of the abutting uplands?** Yes No (Check the box that applies.)

If not, give the name and address of the upland owner(s): _____

12. **Did applicant fish all the sites described in Question 7 and 8 the last fishing season?**

Yes No (Check the box that applies.)

If not, provide the following information:

a) **Name and address of person(s) who previously fished the site(s):** _____

b) **If new application, a brief history of the applicant's use of each site including year(s) the site was first fished:** _____

c) **If the applicant has not fished the site(s) before, briefly describe the location of past fishing site(s) to the site(s) now being applied for:** _____

13. **How long (in years) has the applicant been engaged in:**

a) **Commercial fishing:** Years: _____ Months: _____ b) **Setnetting:** Years: _____ Months: _____

PLEASE READ THE FOLLOWING SECTION CAREFULLY:

14. **Date set net site(s) were staked by applicant, for this application:** _____

MM DD YYYY

NOTE:

SHORE FISHERY REGULATIONS REQUIRE THAT SITES MUST BE STAKED BETWEEN MAY 2 AND OCTOBER 15. FISHING OF THE SITE(S) IS NOT A REQUIREMENT OF THE STAKING AND APPLICATION PROCESS.

YOUR APPLICATION MUST BE RECEIVED WITHIN 30 DAYS AFTER STAKING YOUR SITE(S) AND BETWEEN JUNE 1 AND OCTOBER 15.

- As per 11 AAC 64.090. (Staking of sites and tracts) before submitting an application under 11 AAC 64.260. *an applicant must stake each tract by placing the stake at the net anchor point.* The location stake must be at least three (3) feet above ground level and must support a sign showing the applicant's name, mailing address, limited entry permit number, and date of staking. Offshore

(or low water) applied for tracts require additional information on the staking sign – see 11 AAC 64.090

- **Please provide photographic evidence for each staked site(s) and include with your application.** Photographs should be clear and taken facing shoreward towards the stake; and the information on each stake should be easy to read. Please provide GPS location of stake in WGS 84.
- ***NOTE:** Staking the site(s) serves as an announcement/notice that the applicant intends to lease the site(s).*

15. List the name and mailing address of the following site neighbors. If there are none, please indicate “none”. (You are standing on shore looking at the water.)

- a.) **Right-hand neighbor:** _____
Mailing address: _____
- b.) **Left-hand neighbor:** _____
Mailing address: _____
- c.) **Shoreward neighbor:** _____
Mailing address: _____
- d.) **Seaward neighbor:** _____
Mailing address: _____

AS 38.05.035(a) authorizes the director to decide what information is needed to process an application for the sale or use of state land and resources. This information is made a part of the state public land records and becomes public information under AS 40.25.110 and 40.25.120 (unless the information qualifies for confidentiality under AS 38.05.035(a)(8) and confidentiality is requested, AS 43.05.230, or AS 45.48). Public information is open to inspection by you or any member of the public. A person who is the subject of the information may challenge its accuracy or completeness under AS 44.99.310, by giving a written description of the challenged information, the changes needed to correct it, and a name and address where the person can be reached. False statements made in an application for a benefit are punishable under AS 11.56.210. In submitting this form, the applicant agrees with the Department to use “electronic” means to conduct “transactions” (as those terms are used in the Uniform Electronic Transactions Act, AS 09.80.010 – AS 09.80.195) that relate to this form and that the Department need not retain the original paper form of this record: the department may retain this record as an electronic record and destroy the original.

NOTE: False statements made in an application for a benefit are punishable under AS 11.56.210.

The undersigned applicant certifies that the statements, evidence and representations appearing in and attached to this application are to the best of his/her knowledge true and correct.

I CERTIFY that I will personally utilize each site for which I am applying as long as I hold the shore fishery lease.
I FURTHER CERTIFY that I have complied with the staking requirements of 11 AAC 64.090, I am submitting this application within 30 days after staking in accordance with 11 AAC 64.260(a), and that the site(s) applied for is within legal net distances as established by the Alaska Department of Fish and Game Commercial Finfish Regulations.

**Signature of Applicant or
Signature of Trustee for Applicant**

STATE OF _____)
)ss.
_____ Judicial District)

THIS IS TO CERTIFY that on this _____ day of _____ 20____, before me appeared _____, known to me to be the person named in and who executed the foregoing instrument and acknowledged voluntarily signing the same.

Notary Public in and for the State of _____ / Postmaster
My Commission expires: _____

Checklist

I have enclosed the following with my application:

Please check:

1. Application filing fee (non-refundable, 11 AAC 64.260(b)). See current Director's Fee Order for applicable fees.
2. DNR status plat or 1:63,360 (1" = 1 mile) USGS topographical map showing applied for setnet location(s)

SHORE FISHERY LEASES

PROCESSING STEPS FOR SETNET LEASE APPLICATIONS – READ FIRST

- **New lease and amendment applicants do all 12 steps.**
 - **Applicants seeking a shore fishery lease reissuance do only step 12.**
1. **Stake site(s) between May 2 and October 15.** A staking example can be found on our website at: <http://dnr.alaska.gov/mlw/shore/index.htm>
 2. Submit application and non-refundable filing fee (see current Director's Fee Order for applicable fees) within 30 days of staking site(s) **AND** between June 1 and October 15.
 3. DNR reviews application, then prepares public notice which appears on our shore fishery leasing program website, DNR public notice site, and at local post offices. DNR also attempts to contact other interested parties in the immediate area (ie. private landowners, other set net lease holders, traditional unleased setnetters, etc) if we are aware of them.
 4. Allow approximately 52 days for any protests to arrive during the 45-day public notice period (the accepted protest date is the date the protest is postmarked).
 5. If no protests are received, then DNR sends applicant a shore fishery diagram preparation packet.
 6. Applicant's surveyor or draftsperson prepares the diagram, then sends a preliminary diagram to DNR within 90 days or requests a 150-day extension, by notarized affidavit (11 AAC 64.260(f)).
 7. Applicant submits the diagram review fee to DNR (see current Director's Fee Order for applicable fees) within 90 days.
 8. DNR reviews preliminary diagram and returns to applicant's draftsperson for corrections.
 9. Applicant's draftsperson makes final corrections and returns it to DNR, if all corrections are made the Mylar gets sent to the applicant to sign and date; the applicant sends the Mylar to DNR (within 90 days).
 10. DNR reviews Mylar to make sure all corrections have been made.
 11. DNR prepares lease document and mails to applicant for signature.
 12. Applicant signs 2 original copies of lease document in front of a notary or postmaster and returns BOTH to DNR with the \$300.00 rental for the first year (no rent payment is required for a lease amendment if the rent payment is current; lease reissuances also require a renewal fee (see current Director's Fee Order for applicable fees), are subject to a public notice and comment period and process and must sign a Statement of Certification as well as their lease documents before the lease is reissued).

Total cost for lease issuance will vary somewhat depending on cost of the ad and amount charged by the drafts-person or surveyor. Total amount paid to DNR is application fee (see current Director's Fee Order for applicable fees), plus diagram review fee (see current Director's Fee Order for applicable fees), plus \$300 first year's rental). The yearly rent after issuance is \$300.