



**FEE: \$50.21** (Fee includes a nonrefundable three percent (3%) application fee, not to exceed \$7.50)

CHECK ONE:     NEW         RENEWAL         CHECK HERE IF NEW ADDRESS

**SEE INSTRUCTIONS ON PAGE 2.**

EMPLOYEE'S FIRST NAME		M.I.	LAST NAME		DAY TELEPHONE	
MAILING ADDRESS				GO ID# (FROM ALDS ISSUED LICENSE)		
CITY		STATE	ZIPCODE	DATE OF BIRTH	GENDER <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE <input type="checkbox"/> NONBINARY	
HAVE RESIDED IN CALIFORNIA CONTINUOUSLY FOR THE LAST 6 MONTHS. <input type="checkbox"/> YES <input type="checkbox"/> NO				HEIGHT	WEIGHT	HAIR COLOR
HAVE YOU BEEN CONVICTED OF ANY FISH AND GAME VIOLATION OR FORFEITED BAIL IN CONNECTION WITH ANY SUCH VIOLATION IN THE PRECEDING 24 MONTHS? (If yes, please give county/date of conviction and explain) <input type="checkbox"/> NO <input type="checkbox"/> YES						

*I certify that I have read, understand, and agree to abide by, all conditions of this license, the applicable provisions of the FGC, and the regulations promulgated thereto, and that there are no other legal or administrative proceedings pending that would disqualify me from obtaining this license. I agree that if I make any false statement as to any fact required as a prerequisite to the issuance of this license, the license is void and will be surrendered where purchased, and I understand that I may be subject to prosecution pursuant to FGC Section 1054 or to other administrative actions pursuant to Section 746, Title 14, of the CCR.*

SIGNATURE <b>X</b>	DATE
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**EMPLOYER'S INFORMATION**

GUIDE LICENSE NUMBER	BUSINESS NAME	EMAIL ADDRESS (VOLUNTARY)	
FIRST NAME	M.I.	LAST NAME	DAY TELEPHONE
MAILING ADDRESS			
CITY		STATE	ZIP CODE
EMPLOYER'S SIGNATURE <b>X</b>		DATE	

**FOR DEPARTMENT OF FISH AND WILDLIFE USE ONLY**

REVIEWED BY/DATE	<input type="checkbox"/> CITATION/RESTRICTION	TRANSACTION NUMBER	ISSUED BY/DATE
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**YOU MUST INCLUDE YOUR GO ID# OR A COPY OF YOUR IDENTIFICATION WITH THIS APPLICATION**



## INSTRUCTIONS FOR THE LICENSED GUIDE EMPLOYEE REGISTRATION APPLICATION

Please allow 15 business days for processing application. Incomplete applications will be returned and could delay the issuance of your registration. Contact the License and Revenue Branch at (916) 928-5852 or [spu@wildlife.ca.gov](mailto:spu@wildlife.ca.gov) if you need additional information regarding guide employee registration.

1. It is mandatory to complete all items unless specified as voluntary.
2. Completed application must be accompanied by:
  - a Employee Registration Fee
  - b A copy of documentation showing that each employee is covered by workers' compensation insurance.
  - c A copy of documentation showing that each employee is subject and reported to the state and federal taxing authorities for withholding of income tax.
3. The application must be signed by both applicant and employer.
4. Mail this application, a copy of your identification, copies of documents described above and a cashier's check, money order, personal or business check\* or credit card\*\* authorization form with the registration fee to the Department of Fish and Wildlife, License and Revenue Branch, 1740 N. Market Blvd, Sacramento, CA 95834 or apply in person.

### **DO NOT SEND CASH\*\*\***

NOTE: A permit must be obtained from the U.S. Department of the Interior or Department of Agriculture when guiding or packing on lands under the jurisdiction of that federal agency. Operators carrying passengers in powered vessels, in navigable waterways must have a valid U.S. Coast Guard license, and U.S. Coast Guard Certificate of Inspection for boats carrying more than six passengers, and must have safety equipment; fire extinguisher, personal floatation devices, etc.

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### INDIVIDUAL IDENTIFICATION REQUIREMENTS

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Section 700.4(c), Title 14, of the CCR states any applicant applying for any license, tag, permit, reservation or other entitlement issued via the Automated License Data System (ALDS) shall provide valid identification. Acceptable forms of individual identification include:

- Any license document or Get Outdoors identification number (GO ID) previously issued via ALDS
- A valid driver's license or identification card issued to him or her by the Department of Motor Vehicles or by the entity issuing driver's licenses from the licensee's state of domicile
- Us Military Identification Cards (Active or reserve duty, dependent, retired member, discharged from service, medical/religious personnel)
- US Certificate or Report of Birth Abroad
- US Birth Certificate
- Tribal Identification Card, as defined by each sovereign tribal nation
- US Passport
- A foreign government-issued photo identification
- Certificate of Naturalization or Citizenship
- Birth Certificate or passport issued from a US Territory

Any applicant less than 18 years of age applying for any license, tag, permit, reservation or other entitlement issued via the ALDS shall provide valid identification. Acceptable forms of identification include any form of identification described above; or a parent or legal guardian's identification as described above.

All business applicants must provide documentation identifying the business' structure type. Acceptable forms of business identification include:

### **NOTICE**

**Disclosure Statement** — Under Fish and Game Code Sections 2535–2546 and Section 745, Title 14, of the CCR, the Department of Fish and Wildlife is authorized to collect information from applicants to maintain a record of licensure. All information requested on this application is mandatory unless otherwise indicated. An applicant's name and city of residence may be provided to the public if requested. Other personal information submitted on this application may be released for law enforcement purposes, pursuant to court order, or for official natural resources management purposes.

A licensee may obtain a copy of his/her license records maintained by the Department by submitting a written request to the Custodian of Records, Department of Fish and Wildlife, License and Revenue Branch, 1740 N. Market Blvd., Sacramento, CA 95834. All requests must include the requester's name, address, and telephone number.

### **PAYMENT POLICY**

\* **Personal or business checks** will be accepted by the Department if name and address are imprinted on the check. Checks returned to the Department due to insufficient funds will render your registration invalid. The Department may also deny the issuance or renewal of any registration if a person has failed to reimburse the Department for the amount due. Any activity performed without a valid registration is a violation of the Fish and Game Code and therefore subject to enforcement action.

\*\* **Credit Cards**—Licenses, permits, tags, stamps, or registrations may be purchased with a Visa or MasterCard.

\*\*\***Cash** is not accepted at California Department of Fish and Wildlife sales offices.