

STATE OF IDAHO  
 OUTFITTERS AND GUIDES LICENSING BOARD  
 1365 North Orchard – Room 172 – Boise, Idaho 83706  
 Telephone (208) 327-7380 – Fax (208) 327-7382  
 Enforcement (208) 327-7167  
 licensing@oglb.idaho.gov - www.oglb.idaho.gov

## DESIGNATED AGENT LICENSE APPLICATION

**For:** \_\_\_\_\_  
 Name of Corporation/Firm/Partnership/Business Entity

**PLEASE TYPE OR PRINT ALL INFORMATION**

- Resident Statement:** I am a  Resident,  Non-Resident of the State of Idaho.
- I am currently licensed guide. My license number is \_\_\_\_\_.
- I intend to guide and have signed the affidavit/certification within this application.
- I will not be guiding but will hire qualified guides and have enclosed appropriate applications.

<b>For Board Use Only</b>
_____ Amount paid / date
_____ Remitter
_____ Checking No./ Type

**A license fee will be required (upon approval of application) before license will be issued.**

**License Fees:** Submit fees in the form of a money order, cashier's check, certified check, or a check from an Idaho Outfitter/DA applicant made payable to the Idaho Outfitters and Guides Licensing Board (IOGLB), OR you may agree to pay your fees using your credit card. You may either use the card you have on file or submit new card information.

**All first time applications** must be accompanied by a processing fee.

A processing fee will be assessed on all returned checks or unprocessable credit cards.

**Current fees can be found at IOGLB's website at [www.oglb.idaho.gov](http://www.oglb.idaho.gov)**

**WE CANNOT ACCEPT CASH AT ANY TIME.**

<b>Authorization to Use Credit Card on File</b>	<b>Amount \$</b> _____
Outfitter/DA Signature _____	Outfitter/DA Printed Name _____
Outfitter License # _____	

<b>Outfitter/DA Credit Card Authorization</b> (Outfitters/DAs who want to use a card that is not on file)	<b>Amount \$</b> _____
Print cardholder name _____	# on Card _____
Cardholder Signature _____	Exp. Date _____
Outfitter/DA Signature _____	Outfitter/DA Printed Name _____
Outfitter License # _____	

**(A) Personal Data (Please Print)**

Name \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

Address \_\_\_\_\_ City/State \_\_\_\_\_ Zip Code \_\_\_\_\_

Sex \_\_\_\_\_ Hair \_\_\_\_\_ Ht. \_\_\_\_\_ Wt. \_\_\_\_\_ Eye Color: \_\_\_\_\_

Social Security # \_\_\_\_\_ Green Card # \_\_\_\_\_ Birth date: \_\_\_\_\_

E-mail: \_\_\_\_\_ Web address: \_\_\_\_\_

**(B) Guide Activities:** If guiding, you may only be licensed to guide activities for which your employing outfitter(s) is licensed. Check appropriate activities below:

**HUNTING**

- Antelope\*
- Deer\*
- Elk\*
- Goat\*
- Sheep\*
- Moose\*
- Bear\*
- Cougar\*
- Predators\*
- Birds (specify)
  - Forest Grouse
  - Chukar
  - Other:  
\_\_\_\_\_
  - \_\_\_\_\_

**BOATING**

- River (attach Form OG-5)
  - Power\*
  - Float\*
- Lake (specify)  
\_\_\_\_\_  
\_\_\_\_\_
- Reservoir (specify)  
\_\_\_\_\_  
\_\_\_\_\_
- FISHING** (specify)
  - Anadromous (Salmon, Steelhead)
  - Fly Fishing
  - Power Boat Fishing
  - Float Boat Fishing
  - Walk and Wade Fishing
  - Incidental Fishing
    - Other Species \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**RECREATION**

- Trailrides
- Backpacking
- Snowmobiling\*
- Technical Mountaineering/Rock Climbing\*
- Level I Skiing\*
- Level II Skiing\*
- Mountain Bike Touring
- Photography Trips
- Survival Course
- Llama Packing

Other (please specify) \_\_\_\_\_

**\* Training forms, or guide license showing apprentice status, will be issued for those activities for which applicant does not have training credentials on file with the employing outfitter.**

**(C) References**

1. List five (5) references with complete address and phone #, not related, who have known you for at least five (5) years, three (3) of whom have knowledge of your qualifications to be licensed as an outfitter. Two (2) should be bank or credit references.

- a. \_\_\_\_\_  
\_\_\_\_\_
- b. \_\_\_\_\_  
\_\_\_\_\_
- c. \_\_\_\_\_  
\_\_\_\_\_
- d. \_\_\_\_\_  
\_\_\_\_\_
- e. \_\_\_\_\_  
\_\_\_\_\_

2. Give names, addresses and phone # of your two (2) most recent employers, and dates of employment with each.

- a. \_\_\_\_\_  
\_\_\_\_\_
- b. \_\_\_\_\_  
\_\_\_\_\_

**(D) Attachments & Signature**

I, \_\_\_\_\_, being first fully sworn on oath, state I have completed the foregoing application and verify the truth of the information provided, that I have obtained and reviewed the current Idaho Outfitters & Guides Act and Board Rules within the last six (6) months. I certify that the documents for this application are true and correct:

Pursuant to I.C. 36-2113; I certify that I:

- \*HAVE \_\_\_ HAVE NEVER \_\_\_ been convicted of or received a withheld judgment for a felony or misdemeanor in any **state**
- \*HAVE \_\_\_ HAVE NEVER \_\_\_ paid two (2) or more forfeitures of any deposits of money or collateral with a court or administrative agency or for a conviction for violation of regulations of the United States Forest Service or the Bureau of Land Management;
- \*HAVE \_\_\_ HAVE NEVER \_\_\_ been convicted of any violation, forfeited bail or collateral deposited to secure appearance, or paid any funds to a court with respect to a citation of any state or federal fish and game laws or outfitting and guiding laws of ANY state;
- \*HAVE \_\_\_ HAVE NEVER \_\_\_ been convicted of any violation, forfeited bail or collateral deposited to secure appearance, on a charge of violation of the Fish and Game laws of the State of Idaho;
- \*HAVE \_\_\_ HAVE NEVER \_\_\_ been found to have committed a violation of the Idaho Outfitters and Guides Act or Board Rules, or been denied an outfitter or guide license in any state.

\*A **conviction** includes any forfeiture of bail, bond or collateral, suspended sentence, probation or withheld judgment.

\*If you marked **HAVE** on any of the above, **you must attach an explanation** (court disposition and police report for felonies), including the year and location. If a violation has been reviewed previously by OGLB, please indicate "**on file**" next to violation.

Before guiding I will have a valid First Aid Card, comply with all OGLB training requirements and carry my guide license on or about my person while guiding.

Signature of Designated Agent Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**NOTARY** (Required for new designated agent applications)

State of \_\_\_\_\_

County of \_\_\_\_\_ ss:

On this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_, before me, the undersigned, a Notary Public in and for said state personally appeared \_\_\_\_\_, known to me to be the person whose name is subscribed to the above and foregoing instrument, and acknowledged to me that he/she executed the same.

IN WITNESS THEREOF, I have hereunto set my hand and affixed my official seal.

[ SEAL ]

\_\_\_\_\_

Notary Public for the State of \_\_\_\_\_

Residing at \_\_\_\_\_

My commission expires \_\_\_\_\_

I/We wish to employ this applicant as a Designated Agent.

\_\_\_\_\_  
Signature of Employing Outfitter      Print Name Here      Outfitter's License Number      Date

**DID YOU REMEMBER TO:**

- Attach training credentials and/or log of experience? (If guiding)
- Sign and have your employing outfitter(s) sign this application?
- Enclose your license fee?
- Complete all appropriate sections of application?