



2026 Oregon Outfitter Guide Application Instructions

Return to: OSMB - Guide Desk
435 Commercial St NE #400
PO Box 14145
Salem OR 97309-5065

For questions, call or email:
(503) 378-2633
outfitter.guide@boat.oregon.gov
boat.oregon.gov/guides

Please allow at least 10 business days for processing. We ask you to plan accordingly. Remember, if your guide license has expired, you may not advertise or provide guided outdoor recreational activities until your Outfitter Guide Registration has been issued.

Applicant Requirements:

- ☐ A completed application
- ☐ Certificate of Liability Insurance
- ☐ American Red Cross or equivalent First Aid / CPR card
- ☐ \$5000 Surety Bond (if you or your agent/online booking company accepts deposits, see below)
- ☐ United States Coast Guard Operator License (if operating a motorized boat in federally navigable or non-navigable waters) **OR** OSMB Motorized Passenger Boat Operator's Certification (MPBOC) (if operating a motorized boat only on Inland non-federally navigable waters).
- ☐ Annual non-refundable fee (Outfitter Guide: \$350; Charter Guide (USCG MMC Operators): \$500)
- ☐ Make checks payable to the Oregon State Marine Board (OSMB).

Items to Note:

Liability Insurance: A Certificate of Liability Insurance of not less than \$500,000 combined single limit per occurrence, covering the Outfitter Guide and their employees for bodily injury or property damage, must be current and on file at the Marine Board. The certificate must match the name and business name(s) on the application, list the Marine Board as the certificate holder, list the operations (activities) covered, and if applicable, the types and number of boats used.

First Aid and CPR: A current certificate issued to the Outfitter Guide that meets the minimum standards set by the American Red Cross (Internet courses with no hands-on testing are not acceptable). Contact our office for a list of acceptable providers if you are unsure. A copy of a valid certificate for the Outfitter Guide must be always on file. The Outfitter Guide is responsible to make sure all employees carry valid First Aid/CPR certification.

Employees and Crew Members: The Outfitter Guide must provide the names, addresses, and dates of birth of all employees, agents, and parties of interest who physically provide or who directly assist in physically providing outfitting and guiding services. Those **employees of fishing guides**, who conduct, lead or assist in angling activities, **must be individually registered as Outfitter Guides**. **Crew Members** (those who operate or assist in the operation of a watercraft used for angling activities under the direct supervision of a Charter Guide) must submit a Crew Member application. Prior to providing services, the Outfitter Guide must notify the Marine Board by submitting the last page of this application (or a similar format) by mail or email, noting any additions or deletions of employees.

US Coast Guard Operator License or Motorized Passenger Boat Operator's Certification: A valid USCG Merchant Mariner's Credential (MMC) must be carried by all Outfitter Guides who operate a motorized boat in federally navigable waters of the United States (defined as Charter Guides). If operating a motorized boat on non-federally navigable waters, the operator must have either a MMC or an OSMB Motorized Passenger Boat Operator's Certification (MPBOC). Copies of these certifications must be submitted or already on file. See our website for the information regarding applying for the MPBOC. NOTE: Please submit proof of current random drug screening consortium participation with your application.

Surety Bond: A Surety Bond in the amount of \$5,000 naming the State of Oregon must be submitted for any Outfitter Guide or their agent that accepts deposits of more than \$100 per person. An agent may be a broker, representative or booking company or website that may accept money on your behalf. A deposit is any money accepted in advance.

Secretary of State Business Registry: In Oregon, if you conduct your guiding service under a business name, and your business name does not include your first, middle initial and last names, you must annually register the business name with the Oregon Secretary of State's Business Registry. For more information or to register, go to: sos.oregon.gov/business



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Outfitter Guide Fee: \$350 annually / Charter Guide Fee: \$500 annually
(Charter Guide = Outfitter Guide with USCG MMC/6-pk license on federally navigable waters)

Applicant Full Legal Name: First: MI: Last: Suffix:

Mailing Address:

Physical Address:

Email:

Phone:

Website:

Alternate Phone:

Date of Birth: Driver's License #: DL State: SSN Last 4 Digits:

Are you a resident of Oregon? Yes No

Business Name(s): *Make sure your business name is registered with the OR Secretary of State's Registry.*

I am an Owner Employee I have previously been issued an OR Outfitter Guide license: Yes No
Number of years of Guiding experience:

Assumed Business Name(s) (ABN or dba):

Corporation/Partnership/Other Business Name (Inc, LLC, LLP, etc):

Liability Insurance Information: *(an updated copy must be submitted or already on file with OSMB)*

Agent/ Company Name: Policy # Exp Date:

Guided Activities and/or Boats Covered:

Insurance Provider Address: Ins Provider Phone:

Surety Bond: *\$5000 Surety Bond required if you or your agent accept any money over \$100/pp in advance of service.*

Do you or your agent accept deposits of more than \$100? Yes No *(If yes, a bond must be on file w/ OSMB)*

First Aid & CPR: *Enter the expiration dates and provide a photocopy of the certificate(s). Courses must be American Red Cross equivalent and CPR courses must include hands-on testing.*

Applicant First Aid Exp. Date:

CPR Exp. Date:

Outfitter Guide Services that you provide: *(Services should match those that are covered by your liability insurance and permits)*

Fishing
Hunting
Back Country
Bicycling
Bird Watching
Canoe/Kayak/Paddle Craft
Dune Buggy/ ATV
Equestrian Rides

Nature/Eco Hikes
Outdoor Youth Program – requires DHS registration
Photography
Rock Climbing
Scenic Tours
White Water Rafting
Wilderness Adventures
Other _____

Service Areas (ALL GUIDES): Please mark the areas where you conduct your guiding services. This is for informational/statistical use only and is not a restriction.

Coos-Coquille
Deschutes
John Day
Klamath
La Grande
Lower Columbia River
Mid-Coast
Mid-Columbia
Mid-Willamette
North Coast
NWWD – Coast Range
NWWD – Cascade Unit
Pacific Ocean
South Coast
Southeast
Umatilla
Umpqua
Upper Rogue
Upper Willamette
Wallowa



Do you provide the equipment for the client necessary for the guided activity? Yes No

Special Use Recreational Permits: (use additional page if needed; supply a copy of the permit summary sheet) If you are applying for a permit that has not yet been granted, list permit number as "Applied For".

US Forest Name or BLM District Name	Permit No	Activity & Area(s) of Operation	Expiration Date
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Non-Motorized Boats: Guide decals/tags must be displayed only on boats operated by guides. These boats may or may not be registered boats. No motor of any kind may be used with these boats while guiding. Guide decals on non-motorized boats are **NOT** proof of Waterway Access permits. You must purchase your Waterway Access permits separately. There is no discount for 1-5 permits; you may purchase them at our online store or through ODFW.

Please list the non-motorized boats that are actively operated by guides.

<u>Boat Types</u>	<u># of boats</u>	<u>Registration # (if applicable)</u>	<u>Decals or Tags?</u>
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Canoe

Drift Boat

Kayak

Raft

Standup Paddle Board

Sailboard

Other (describe):

Rentals: Do you rent boats? Yes No If you have boats available for rental other than guiding, do not declare them above.

Motorized Boats: List the motorized boats that you use in providing your guiding services. List the state registration number (OR#, WN#, etc.) or Documented number. To operate these boats, you must have a USCG Merchant Mariner Credential or OSMB's MPBOC. Do not list a boat that has been declared as a guide boat by another Outfitter Guide.

<u>Vessel #</u>	<u># of Passengers</u>	<u>Vessel #</u>	<u># of Passengers</u>
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Motorized Boat Operator Credentials: If you operate a motorized boat carrying passengers for hire in your guiding business, then you **must** have either:

A. USCG Merchant Mariner Credential (for navigable waters of the US),

or B. OSMB's Motorized Passenger Boat Operator's Certification (for Inland non-navigable water only).

A. USCG Merchant Mariner Credential (MMC):

Provide a photocopy of both the identity and limitations pages **AND** a copy of your drug consortium enrollment.

USCG MMC Reference #:

Expiration Date:

B. OSMB Motorized Passenger Boat Operator's Certification (MPBOC): provide copies of the items below.

Do not fill this section out if you have a USCG MMC.

Knowledge Test Certificate (on file at OSMB, no copy needed)

Expiration Date:

Health Screening Certificate (if file copy is expired)

Expiration Date:

Drug Consortium Enrollment and current Drug Screen

Expiration Date:

GUIDES OPERATING ON WHITE WATER

SPECIAL TRAINING and EXPERIENCE REQUIREMENT for Class III and Higher Rivers

ORS Chapter 704.070 Requirements for safety equipment, experience, and training.

(1) A person who acts or offers to act as an outfitter and guide using boats to carry passengers on the waters of this state shall:

(a) Equip each non-motorized boat that is under the direct operation of an outfitter and guide or an employee of an outfitter and guide to carry passengers on waters rated as class III or higher on a commonly accepted scale of river difficulty with a rescue throw bag, complete with a length of artificial fiber rope and a buoyant bag;

(b) On any section of waters rated as class III or higher on a commonly accepted scale of river difficulty, require that all persons physically providing outfitting and guiding services and all passengers wear a properly secured United States Coast Guard approved personal flotation device of a type prescribed by rules adopted by the State Marine Board.

(c) If the outfitter and guide operates non-motorized boats carrying passengers on any section of the waters rated as Class III or higher on a commonly accepted scale of river difficulty, require that all persons physically providing outfitter and guiding services meet the following requirements:

- A. Prior to providing the services, have completed at least one trip on that section of water in a non-motorized boat; and
 B. Have been trained in:
- | | |
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| Equipment preparation and boat rigging. | Proper client communication. |
| Understanding and recognizing river characteristics and hazards. | How to provide paddling and safety instruction. |
| Methods of scouting rapids. | Methods of river rescue techniques, including |
| Methods of physically guiding boats through rapids. | emergency procedures and equipment recovery. |

Outfitter Guide and Employee Background: Responses can have legal consequences, **please verify before submitting.**

In the last 24 months have you or an employee been convicted of, pled guilty/no contest, or paid the fine for:

- Any criminal offense or violation of ORS 477, (fire prevention laws), ORS 496, 497, 498, 501, 506, 508, 509, 511(fish and wildlife laws), ORS 704 (outfitter and guide laws), and/or ORS 830 (boating laws)? Yes No
- Any violation of wildlife laws that occurred while acting as an outfitter/guide and that resulted in a court-ordered revocation of the hunting or fishing license of the outfitter/guide? Yes No
- Any criminal offense or conviction of a felony or misdemeanor under ORS 162, 163, 164, 165, 166 or 167 (offenses against the State and public justice)? Yes No
- Any crime involving delivery, manufacture or possession of a controlled substance, as defined in ORS 475.005? Yes No
- Been denied the right to apply for an outfitting and guide license, permit or certificate by another state or by an agency of the United States? Yes No
- Have had an outfitting and guide license, permit or certificate, or US Coast Guard operator license suspended, revoked, or cancelled by another state or by an agency of the United States? Yes No

Have you or an employee EVER been convicted of:

- A crime, the result of which prohibits the person from possessing a firearm? Yes No
- A crime, the result of which requires the person to be registered as a sex offender on ORS 181.806, 181.807, 181.808, or 181.809? Yes No

If any items are marked "Yes", attach an additional page and explain, including the date(s), law enforcement agency or court, and outcome or scheduled court date. Include copies of any applicable documentation.

Employee/Agent List & Training/Experience Affidavit:

Employee means an individual who, in exchange for compensation or other monetary gain, physically provides, or directly assists in physically providing outfitting and guiding services under the direction, supervision and control of an Outfitter Guide. Each Outfitter Guide must submit a current list with the OSMB of all **employees, agents, or parties of interest.**

Full Legal Name	Address, City, State, Zip	Date of Birth	Whitewater Class III Trained?
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Agent Name	Agent Website	Phone #	Agent Email
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I hereby swear that all information provided on this application is true and correct. I and each of these individuals meet the Outfitter and Guide provisions contained in ORS 704.020 and possess a current OSMB-approved American Red Cross or equivalent standard first aid & CPR card issued to them and that each of these individuals operating a motorized boat on federally navigable waters possess a valid U.S. Coast Guard operator's license or OSMB MPBOC for federal non-navigable waters. I certify that all boats used on any section of waters rated as Class III and higher are equipped according to ORS Chapter 704.

I certify each of my employees and I have read and understand the Outfitter Guide Ethical and Professional Standards in OAR Chapter 250. I further certify that I will maintain the required first aid/cpr certification and insurance in full force and effect for the entire period of my Outfitter Guide registration.

APPLICANT SIGNATURE:

DATE:

APPLICANT NAME (Printed):