



October 23, 2018

Dear Vessel Carrier;

In this packet, you will find the necessary documents for you to register as a commercial “For-Hire Vessel Carrier”, or to certify that you are not such an operator. Read the definitions of “for-hire vessel operator” and “for-hire vessel” in Public Utilities Code §§4660 and 4661, included herein. If your operations meet these definitions, then you must register as a for-hire vessel operator by completing both enclosed “REGISTRATION APPLICATION FOR-HIRE VESSEL CARRIER” and “DECLARATION OF VESSELS USED”. If you are not a for-hire carrier, then so certify on the “DECLARATION OF VESSEL USED”.

Return all necessary forms to the address on the forms. Please be sure to sign all copies. We strongly urge you to make and keep copies of the blank forms, in the event that you need to submit supplementary information at a later date.

If registering as a for-hire vessel carrier, you must also contact your insurance company or broker and submit proof of insurance via form DPR (857C) along with the ACORD page for each vessel operated for For-Hire.

If registering as a for-hire vessel carrier, you must also include a check or money order, payable to “Department of Parks and Recreation”, in the amount of \$25 (twenty-five dollars) for each vessel in commercial operation. This is an annual fee, as required by Public Utilities Code §421(a). It is not refundable.

The first time you register as a For-Hire Vessel carrier, the Division of Boating and Waterways (DBW) will assign you an IVC number. That number will appear in all correspondence you receive from the Division of Boating and Waterways. Please keep the number where you can find it, and include it on all documents you send to DBW in the future, including all checks and money orders. This will assist us in providing you with better service.

Filing of an application does not authorize you to commence operations. You may begin operations only after receiving an Insurance Verification Certificate from DBW.

If you have any questions, please do not hesitate to call Paris Shaw at (916) 327-1590.

Sincerely,

Paris Shaw
Program Administrator
California State Parks
Division of Boating and Waterways