

## SAN BERNARDINO NATIONAL FOREST OUTFITTER/GUIDE ACTUAL USE REPORT

PERMITTEE NAME: \_\_\_\_\_ FOR THE SEASON: \_\_\_\_\_

Date of Trip/Activity	Location of Trip	Number of Clients	Trip Days	User Days <sup>1</sup>	% of time on federal lands and waters	Reduction Justification <sup>2</sup>	Contracted days <sup>3</sup> (yes/no)	Donated Trip <sup>4</sup> (yes/no)	Private Trips <sup>5</sup> (yes/no)	Explanation <sup>6</sup>

- 1 - User Days = Number of Clients (x) Trip Days
- 2 - If requesting reduction of fees, supporting documentation is required. This can include maps for the areas you guided on the trip or a breakdown of % guided on and off federal lands and waters as well as those locations.
- 3 - If you used a contractor for this trip state yes or no. If this trip was contracted with another permitted guide, include which permitted company was used.
- 4 - Free or discounted trips i.e. raffle prizes, active discounts, etc. (included in Final Fee amount)
- 5 - Non-paying family and/or friends and guide trainings. **Does not include donated trips.** (not included in Final Fee amount)
- 6 - Explain the nature of donated or private trip

I certify the information given on this sheet is a complete and accurate summary of my operations.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_