

FREQUENTLY ASKED QUESTIONS

Updated: 3/31/2020

CONTACTS

Will CFEC be working while the state takes measures to address the COVID-19 pandemic?

Yes. CFEC is still working **Monday through Friday 8am-5pm** processing license applications and transfers. CFEC is also taking measures to protect staff, which include social distancing and telecommuting.

Staff is working hard to maintain regular processing timelines. We ask for your patience at this time and want to assure you that we are doing all we can to make sure that you are able to get your licenses timely and can keep your crews fishing.

Will CFEC still be available on weekends for emergencies during busy season?

CFEC staff will monitor emails and calls regularly, just like any other fishing year, and staff will do their best to address any emergency situations quickly as they arise.

What is the Licensing contact number? Phone: 907-789-6150 / FAX: 907-789-6170

What is your email? dfg.cfec.licensing@alaska.gov

What is your mailing address?

Commercial Fisheries Entry Commission
PO Box 110302
Juneau AK 99811

Where can I find help and information on your website?

Home Page: <https://www.cfec.state.ak.us/>

Online License Renewals: <https://www.cfec.state.ak.us/Leon/#leon>

Forms: https://www.cfec.state.ak.us/mnu_Forms2.htm#permitforms

Announcements: https://www.cfec.state.ak.us/mnu_Notices_Releases.htm

Proposed Regulations: https://www.cfec.state.ak.us/mnu_Regulations.htm

PERMITTING

How long does it take to get a permit renewal?

Once it is received in our office our turnaround time is typically 3-4 days. **Note that processing times might be slower as a result of protective measures being taken for COVID-19.**

Can I renew my permit online?

Yes. <https://www.cfec.state.ak.us/Leon/#leon>

Can I still get renewal forms and mail to CFEC?

Yes. https://www.cfec.state.ak.us/mnu_Forms2.htm#permitforms

How can I renew if I have no computer, fax, and the Fish & Game office is closed?

Call our office and we will be happy to mail your renewal forms.

Do you take telephone renewals?

No.

Can I pay my fees with a credit card?

Yes. You may submit completed paperwork and credit card information by FAX (907.789.6170). Please do not send credit card information in an email.

I need to fish immediately, and Fish & Game is not open - what do I do?

You must complete an [Immediate Fishing Application](#), FAX it to CFEC with your credit card information to pay the fee. Remember to call CFEC to follow up within 10 minutes of sending your fax, to make sure we received it. If you need further assistance, please call our office (907.789.6150). https://www.cfec.state.ak.us/forms2/Immediate_Fishing_Application.pdf

What if I lose my permit card?

You must complete a [Duplicate License Application](#) and FAX it to CFEC with your credit card information to pay the fee. Remember to call within 10 minutes of sending your fax, to make sure we received it. https://www.cfec.state.ak.us/forms2/Request_for_Duplicate_License.pdf

VESSELS

What if I lose my vessel decal?

You must complete a [Duplicate License Application](#) and FAX it to CFEC with your credit card information to pay the fee. Remember to call within 10 minutes of sending your fax, to make sure we received it. https://www.cfec.state.ak.us/forms2/Request_for_Duplicate_License.pdf

I do not know what vessel I am going to fish on. Can I renew my permit and call in with my vessel ADF&G later?

Yes, you may pay your fees without identifying a vessel. However, if a vessel is required for the fishery, the permit holder must designate a vessel that is licensed for the current year before the permit card will be issued.

What if I have to change ownership of vessel?

You must complete the [Vessel License Change of Information](https://www.cfec.state.ak.us/forms2/Vessel_License_Change_of_Information_Form.pdf) Form.
https://www.cfec.state.ak.us/forms2/Vessel_License_Change_of_Information_Form.pdf

What if the length of my vessel has changed?

You will need to submit a new completed Marine Survey, or current US Documentation.

Can I pay my fees with a credit card?

Yes. You may submit completed paperwork and credit card information by FAX (907.789.6170). Please do not send credit card information in an email.

My vessel is documented. Do I need to register with the Department of Motor Vehicles (DMV)?

Yes. Since 2019, most commercial vessels (fishing, tender, etc.) have been required to register with the DMV. You can find additional information on the DMV website:
<http://doa.alaska.gov/dmv/reg/boat.htm>

NOTARY

What if a notary is not available at ADFG or CFEC and no other business is open to notarize?

Please call our office to discuss your options. (907.789.6150)

TRANSFERS

How long does it take to complete a transfer?

It takes up to two weeks under normal circumstances, but processing time might be slower as a result of protective measures being taken for COVID-19.

Do have a question regarding transfers?

Please review the first page of the transfer forms, which have lots of helpful information on transfers. If you still have questions, email them to: dfg.cfec.transfers@alaska.gov

Can I get a pre-approval over the phone for an emergency transfer request?

No. CFEC is required to review each completed transfer request before issuing a decision.

If I am denied an emergency or permanent transfer, is there an option to appeal?

Yes. If your transfer request is denied, licensing personnel will inform you about the process to file an appeal. Hearing officers and commissioners are working but may be telecommuting, so all hearings are likely to be conducted over the phone while COVID-19 distancing measures are in place.