

**INSTRUCTIONS FOR COMPLETING  
PROPOSAL FORM**  
(Revised 10/13/13)

**Top of form check boxes:**

- Are you seeking to change a Board of Game, Board of Fisheries, or Joint Board regulation? As appropriate, insert information about the fishery management area or game management unit your regulation would change.
- Depending on the venue in which the regulation change will be heard, check the appropriate box(es) for the activities the regulation change would affect.

**Fillable numbered boxes:**

1. If known, enter the series of letter and numbers which identify the regulation to be changed. For example, 5 AAC 72.055. If it will be a new section or provision, then enter 5 AAC 72.XXX.
2. Write a short explanation about the issue your proposal addresses, or why you are proposing the regulation change. Address only one issue per proposal. State the issue clearly and concisely. The board will reject proposals that contain multiple or confusing issues.

To assist you in development of your issue statement (#2 on the form), you may want to consider the following:

- What has changed to create this issue?
  - What will happen if nothing is changed?
  - What are other solutions you considered? Why did you reject them?
3. Print or type your proposal as you would like it to appear in the regulation book. The boards prefer that revised regulatory language is provided. **New or amended text should appear first and be in bold text and underlined.** [REGULATORY TEXT BEING DELETED SHOULD BE FULLY CAPITALIZED AND ENCLOSED IN BRACKETS]. It is not necessary to bold and underline text if entire change contains new language.

**EXAMPLES: 5 AAC 27.810. Fishing seasons and periods.**

In the Togiak and Bay districts, herring may be taken by purse seines and hand purse seines from April 25 through **July 15** [JUNE 1]

**5 AAC 85.025(3). Unit 9(B) Caribou.**

NONRESIDENT HUNTERS: **2** [3] caribou; however, no more than 1 bull may be taken.

Alternatively, you may state your changes in clear sentences. For example, "Extend the season to July 15 in the Togiak and Bay districts," or "Reduce the bag limit for caribou in Unit 9(B) to two caribou."

*Bottom of form (submission block):*

- Write the name of the group that voted to submit the proposal or your name if you are submitting the proposal. This name will be published in the proposal book. The boards of Fisheries and Game will not consider anonymous proposals.
- Fill in your address and zip code, and telephone number. These will NOT be published; it simply enables us to reach you if clarification is necessary.

Mail or fax the completed form to the address at the top of the form.

Alaska Board of Fisheries/Game  
P.O. Box 115526  
Juneau, AK 99811-5526  
Fax: 907-465-6094

NOTE: Proposals must be received by the deadline in the call for proposals; there are no exceptions. A fax is considered an original. The form must be physically received by fax or mail; postmark is not adequate.

If you have any questions or need assistance, please consult staff at any Fish and Game office.



**PROPOSAL FORM  
INSTRUCTIONS FOR COMPLETING**

*Top of form:*

- Check the appropriate box (or boxes) for which regulations you wish to change.
- Enter the regulatory area in which the regulation will apply, such as Bristol Bay, GMU 23, or statewide.
  1. If known, enter the series of letter and numbers which identify the regulation to be changed. For example, 5 AAC 72.055. If it will be a new section, then enter 5 AAC 72.XXX. Enter the page in the regulation book containing the regulations on that subject.
  2. Write a short explanation about the problem your proposal addresses, or why you are proposing the regulation.
  3. State why the regulation should be adopted or provide an explanation about what will happen if the regulation is not changed.
  4. Print or type your proposal as you would like to see it appear in the regulation book. If you choose to provide regulatory language, new or amended wording should appear first and be underlined. Wording being deleted should be fully CAPITALIZED and enclosed in [BRACKETS].

**EXAMPLES: 5 AAC 27.810. Fishing seasons and periods.**

In the Togiak and Bay districts, herring may  
be taken by purse seines and hand purse  
seines from April 25 through **June 15** [JUNE 1]

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**AAC 85.025(3). Unit 9(B) Caribou.**

NONRESIDENT HUNTERS: **Four** [FIVE] caribou.

Alternatively, you may state your changes in clear sentences. For example, "Extend the season to June 15 in the Togiak and Bay districts," or "Reduce the bag limit for caribou in Unit 9B to four."

5. If you have information about how the quality of the harvested resource will be affected, include it here.
6. Write a short explanation of which user group[s] will benefit and which will suffer if your proposal is adopted into regulation.

7. Explain other ideas you had or your group discussed for solving the problem and why you did not present those ideas.

*Bottom of form:*

- Write the name of the group that voted to submit the proposal or your name if you are submitting the proposal. This name will be published in the proposal book. The Boards of Fisheries and Game will not consider anonymous proposals.
- Fill in your address and zip code, and telephone number. These will NOT be published.

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