

BUREAU OF RECLAMATION RIGHT-OF-USE APPLICATION

Right-of-Use Applicants: This application is designed to be used by applicants who wish to apply for a permit or license for the right of use (ROU) of the Bureau of Reclamation (Reclamation) lands, facilities, or water surfaces for such short-term uses as recreation and sporting events; commercial filming and photography; archaeological research projects; and any other similar uses deemed appropriate by Reclamation. [For rights-of-ways requests, please refer to instructions on the next page.]

Fill out the following application completely. Use "N/A" if a question does not apply. If additional space is needed, attach separate sheet(s) of paper, as necessary. Refer to the second page of this form for detailed instructions.

1. Information about the applicant requesting the right-of-use:

Applicant: _____
 Company Name: _____
 Address: _____
 City, State, and Zip Code: _____
 Telephone Numbers (+ area code): Business: Residence: FAX: _____
 Tax ID or Social Security Number (as applicable): _____

2. Location of the proposed use: [A map or drawing showing the location of the proposed use is required]

3. Purpose of proposed use: [provide a full description of activity or event]

4. Description of the requested use: [provide full description of activity or event]

Maximum Number of Anticipated Participants/Spectators/Crew: _____
 Number and Types of Vehicles: _____
 Description of Props, Tents, and other Equipment: _____
 Will Reclamation roads and/or trails be used? Yes No
 Describe Facilities You Intend to Provide: [such as sanitation facilities, emergency personnel, food services, or vendors and attach plans]

5. Dates of requested use [during the following times and dates (specify below)]:

START			END		
DATE	TIME		DATE	TIME	
<i>(Mon., Day. Yr.)</i>	AM	PM	<i>(Mon., Day. Yr.)</i>	AM	PM

6. Is this request a new ROU or a renewal of an existing ROU? Renewal New

Office issuing permit	Date of latest permit
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7. Name of Insurance Carrier: _____

8. Have you, or your organization, forfeited any portion of any previous permit, bond, or surety submitted for use of Federal lands, or is any investigation or legal action pending against you or your organization for use of Federal lands? Yes No

[If "Yes", attach details on separate sheet.]

9. Applicant Certification: I certify that the information given in this application is true, complete, and correct to the best of my knowledge and belief and is given in good faith. I acknowledge that I (we) am (are) required to comply with any conditions or stipulations that are required by the authorized Reclamation officer when the ROU authorization or permit is issued.

Date	Signature of Applicant
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Title 18 U.S.C. Section 1001, makes it a crime for any person knowingly and willfully to make to any department or agency of the United States any false, fictitious, or fraudulent statements or representations as to any matter within its jurisdiction.

Paperwork Reduction Act (Act): This information is needed to evaluate short-term ROU requests such as those listed on this application. Response to this request is voluntary; however, without this information Reclamation may not grant your request. In accordance with the Act, the reporting burden to the public for this form is estimated to average 2 hours per response, including time for reviewing instructions, and completing and reviewing the form. In accordance with the Act, Reclamation may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid Office of Management and Budget control number.

Privacy Act Statement

Information obtained by this form is protected by the Privacy Act of 1974 system of records notice INTERIOR/WBR-29, and will be used to maintain land status information and proof of right-of-use for legal purposes. If you fail to complete all the information requested on this form, Reclamation may refuse to grant a right-of-use application.

INSTRUCTIONS FOR COMPLETION OF THE RECLAMATION RIGHT-OF-USE APPLICATION

Short -Term Uses Requested on Reclamation Lands, Facilities, and Water Surfaces

The following short-term uses of Reclamation's lands, facilities, and water surfaces are commonly requested by using this right-of-use application. This list is intended to provide examples of such uses and should not be considered as all inclusive:

- recreation and other special events (fishing tournaments, boating regattas, weddings);
- commercial filming and photography;
- archaeological and paleontological research and excavations, and other similar research projects;
- commercial or organized sporting events including guide services, commercial trapping, etc.; and
- any other uses deemed appropriate by Reclamation.

Applicants requesting rights-of-way for such activities as placement and construction of transmission lines, pipe lines, and telecommunications sites or cables, should refer to www.ntia.doc.gov/FROWsite to access the Standard Form (SF) 299, *Application for Transportation and Utility Systems and Facilities on Federal Lands*.

Application Process

1. Complete the Right-of-Use Application. Complete all parts of the right-of-use application. If a particular question or response does not apply to the proposed use, please indicate "not applicable" or "N/A". Attach additional sheets if more space is needed. If you have additional questions, please contact your local Reclamation office. A complete list of all offices can be found at the following web site address: <http://www.usbr.gov>

2. The following must be submitted with the application or attested to before the application may be approved by Reclamation: Two copies of all maps and other information pertinent to the location for the requested use must be submitted with the application before processing can proceed. In accordance with the provisions found in the Code of Federal Regulations Title 43, Part 429.6(d), the applicant may be required to furnish additional material before Reclamation grants a ROU.

3. Enclose an initial deposit fee of \$200, payable to the Bureau of Reclamation when submitting your application. You must submit an initial deposit fee of \$200 (payable to the Bureau of Reclamation) with your ROU application to cover the estimated minimum administrative costs of Reclamation to review your application. Failure to submit the required minimum initial deposit fee and adequate information will cause delays in evaluation of the application.

The granting of any ROU on Reclamation lands, facilities, or water surfaces is discretionary with Reclamation, and there is no guarantee that any application to use Reclamation lands, facilities, or water surfaces will be approved. If, after a preliminary review of the application, Reclamation determines that the granting of a ROU authorization is not compatible with the present or future uses of the lands, facilities, or water surfaces, the ROU authorization will not be granted. In this event, Reclamation will refund to you \$150 of the initial minimum deposit fee within 30 calendar days providing proper banking or electronic funds information is provided to Reclamation in a timely manner. The Code of Federal Regulations Title 43, Part 429 describes the general process that will be used to collect and refund, where appropriate, excess initial deposit fees.

If found compatible with present or future uses, Reclamation will advise you of any additional estimated administrative costs in excess of the initial \$200 application fee, which you will be required to pay before further processing of your application continues. Administrative costs include, but are not limited to: Appraisal, appraisal review; compliance with National Environmental Policy and the National Historic Preservation Acts; and Reclamation's review and preparation and issuance of the ROU authorization. In the event the estimated administrative costs exceed the initial deposit fee of \$200, you will be required to supplement the initial deposit to make up the difference. If you refuse to accept the agreement after it is prepared and offered by Reclamation, no refund will be made for any of the application fee deposit.

4. Market Value of the ROU (Rental Charge). In addition to the administrative costs, applicants will also be required to pay for the value of the ROU of the lands, facilities, or water surfaces based on the appraised market value of the use prior to issuance of the ROU authorization. Code of Federal Regulations Title 43, Part 429 describes the procedures that will be used to process and recover the value of rights of use.

5. Submit the application, initial deposit fee of \$200, and any attachments to your local Reclamation office. No activity may commence until a fully executed right-of-use authorization document is issued by Reclamation.