Kentucky Department of Fish & Wildlife Resources Fishing Outfitter/Guide Activity Reporting Log

Reporting Month/Year:

Waterbody:

Outfitter/Guide Name:

License Number:

See page 2 for instructions on completing form. For questions regarding fishing outfitter/guide activity reporting, please contact us at fw.fisheries@ky.gov.

				Species and Number of Fish Caught (*write in species and number*)																		
Date Fished	Species of Fish Targeted	Numbers of Anglers	Hours Fished	# Not Legal Released	# Legal Released	# Kept	# Not Legal Released	# Legal Released	# Kept	# Not Legal Released	# Legal Released	# Kept	# Not Legal Released	# Legal Released	# Kept	# Not Legal Released	# Legal Released	# Kept	# Not Legal Released	# Legal Released	# Kept

Fishing outfitter/guide activity reports are to be submitted online at the following address https://app.fw.ky.gov/commReport by the 15th day of every month for the previous month's guiding activities for those possessing a fishing outfitter or fishing guide license. Completion of this form and submittal to the Kentucky Department of Fish & Wildlife Resources is required each month, even if no guiding occurred the previous month. This paper log is provided to assist with tracking trips throughout the month, with information to be entered online at https://app.fw.ky.gov/commReport.

INSTRUCTIONS FOR COMPLETING FORM

Sign in to Online Portal to Submit Report	Sign in to online portal **https://app.fw.ky.gov/commReport**. Paper reports will not be accepted. This log is only to assist with tracking activities throughout the month.
Did Not Guide	If no guided trips occurred in previous month, you must still sign in to the online portal and select did not guide for each month.
Waterbody	Enter the waterbody you guided on. Separate paper logs will be needed for tracking if trips are taken on multiple waterbodies in a month.
Date Fished	Enter the date for which the guided trip occurred. If more than one guided trip occurs per day, record each trip separately using the same date. Only trips in Kentucky waters are required. For overnight trips, use the the start date.
Species of Fish Targeted	Select the primary species targeted. If multiple species were targeted, choose the one the majority of time was spent on.
Number of Anglers	Enter the total number of anglers on the trip, including the guide if they fish.
Hours Fished	Enter the number of hours fished, rounded to the nearest hour.
Species and Number of Fish Caught	Write in species caught in the column heading, and enter number of fish caught and released for each trip in rows. If no fish were caught, enter 0 for that trip date.
Not Legal Released	Enter the number of not legal fish (below minimum size limit, within protected slot size limit, or when no daily harvest is allowed) that were caught and released. If species does not have a minimum size limit or protected slot limit enter 0.
Legal Released	Provide the count of legal-size fish (above minimum size limit, not within protected slot size limit, or where no minimum size limit exist) that were caught and released.
Kept	Record the number of fish kept. For bowfishing, count all fish shot as kept.