



Commercial Whitewater Trip Leader Sheet - 6 Runs

Per West Virginia Code of State Rules §58-12.2.1, 12.2.2, a commercial whitewater trip leader shall:

12.2.1 “Be at least twenty (20) years old, unless approved in writing by the director;” and

12.2.2 “Have completed at least six (6) commercial whitewater expeditions as a commercial whitewater guide on the section of river that he or she will act as a trip guide.....”

All whitewater trips relied upon for qualification must be shown on this form.

Trip Leader Name: _____ **Date of Birth:** _____
(Last) (First) (MI) (mm/dd/yyyy)

Company Name: _____

Put In: _____ **Take Out:** _____

Date	Company
1 _____	_____
2 _____	_____
3 _____	_____
4 _____	_____
5 _____	_____
6 _____	_____

I hereby certify that I have successfully completed all the listed whitewater trips as a guide and meet or exceed all requirements under the rules above for a whitewater trip leader within the State of West Virginia.

I hereby certify that this trip leader has, to the best of my knowledge, successfully completed all the listed whitewater trips as a guide and has met or exceeded all requirements under the rules above for a whitewater trip leader within the State of West Virginia.

Trip Leader Signature

Company Owner or Designee (Please Print)

Address

Signature

Date: _____

Date: _____

West Virginia Code of State Rules §58-12.12 details requirements for commercial whitewater trip guides and trip leaders.

§ 58-12-12.5 states: “Documents relating to the requirement of this section shall be kept at the licensee’s base camp for inspection by the director or his or her representative”.

This form, and its accompanying forms, shall serve as those documents. Selected portions of the West Virginia Code of State Rules are cited at the top of each form, but **commercial whitewater licensees and guides are responsible for complying with ALL commercial whitewater rules and regulations.** Copies of all forms, pertinent regulations and portions of West Virginia State Code may be downloaded from the WV DNR website at <http://www.wvdnr.gov/LEnforce/White/RiverMgt/default.shtm>.

Additional West Virginia Code of State Rules pertaining to the keeping of the aforementioned records include:

§ 58-12.4.8.2 A licensee shall not employ a guide trainee for the purpose of guiding on a commercial whitewater expedition until the outfitter has received the guide trainee’s information sheet.

§ 58-12.4.8.3 A West Virginia commercial whitewater guide is not required to supplement the Guide Trainee Information Sheet except to show qualifications for additional rivers or sections of rivers.

§ 58-12.4.8.4 The licensee is responsible for keeping on file the original or a certified copy of the completed whitewater guide-trainee information sheet. These records shall be maintained by the licensee for two (2) years following the last date of employment. The licensee shall provide the guide or guide trainee with a certified copy of the trainee information sheet and shall forward a copy to the Division of Natural Resources, Law Enforcement Section, Capitol Complex, Building 3, Charleston West Virginia 25305 upon request.

§58-12.4.9.2 A licensee shall not employ a guide as a Trip Leader until the outfitter has received the guide’s Trip Leader Information Sheet.

§58-12.4.9.3 A West Virginia commercial whitewater guide Trip Leader is not required to supplement the guide Trip Leader information sheet except to show qualifications for additional rivers or sections of rivers.

§58-12.4.9.4 The licensee is responsible for keeping on file the original or a certified copy of the completed whitewater guide Trip Leader information sheet. These records shall be maintained by the licensee for two (2) years following the last date of employment. The licensee shall provide the guide Trip Leader with a certified copy of the trainee information sheet and shall forward a copy to the Division of Natural Resources, Law Enforcement Section, Capitol Complex, Building 3, Charleston, West Virginia 25305 upon request.

In summary, it is the responsibility of commercial whitewater outfitters to keep on file copies of all guide trainee, guide, and trip leader information sheets for each employee that cover the river sections and levels of responsibility (guide or Trip Leader) each employee works. It is NOT necessary to maintain additional records other than additional completed sheets for each new section or Trip Leader section a guide adds to their qualifications. Please note that the Gauley River requires additional qualifications and, thus, separate guide and Trip Leader sheets for the section from Summersville Dam to Mason’s Branch.