

MASTER GUIDES AND SUBGUIDES

Definitions

NAC 504.590 “Federal land management agency” defined. ([NRS 501.105](#), [501.181](#), [504.390](#)) As used in [NAC 504.590](#) to [504.711](#), inclusive, unless the context otherwise requires, “federal land management agency” means the United States Forest Service, the United States Bureau of Land Management, the United States Fish and Wildlife Service or the National Park Service.

(Added to NAC by Bd. of Wildlife Comm’rs by R054-04, eff. 8-25-2004)

Licensing

NAC 504.600 General requirements; application for issuance or renewal of license. ([NRS 501.105](#), [501.181](#), [504.390](#))

LCB R006-10

NAC 504.608 Examinations. ([NRS 501.105](#), [501.181](#), [504.390](#))

LCB R006-10

NAC 504.620 Master guides: Submission of financial references and credit report; confidentiality of information. ([NRS 501.105](#), [501.181](#), [504.390](#))

1. An applicant for a license as a master guide must provide to the Department:

(a) Financial references; and

(b) Authorization for the Department to obtain the applicant’s credit report from a credit reporting agency.

2. Information obtained by the Department pursuant to subsection 1 is confidential.

[Bd. of Fish & Game Comm’rs, No. 14 § 21.01-13, eff. 5-1-72]—(A by Bd. of Wildlife Comm’rs by R054-04, 8-25-2004)

NAC 504.641 Area of operation: Description in application; authority of Department. ([NRS 501.105](#), [501.181](#), [504.390](#))

1. An applicant for a license as a guide must describe in his application the geographic area, as prescribed by the Department, within which the applicant intends to operate.

2. The Department may authorize a master guide to provide services for big game mammals, fur-bearing mammals, unprotected mammals and all species of game fish, unprotected fish and game birds on a statewide basis.

[Bd. of Fish & Game Comm’rs, No. 14 § 21.01-19, eff. 5-1-72; A 5-1-73]—(NAC A 5-1-82; A by Bd. of Wildlife Comm’rs, 9-13-91; 3-13-97; R054-04, 8-25-2004)

NAC 504.651 License for big game guiding: Territorial limits; restrictions on use. ([NRS 501.105](#), [501.181](#), [504.390](#))

1. If a license is issued for big game guiding, it must specify in terms of a wildlife management area or unit, or other geographic area as prescribed by the Department, the exact territorial limits of the guide’s big game operations.

2. Only one person may act as a master guide under one license.

3. Except as otherwise provided in subsection 4, a licensee may operate only in the big game hunting area indicated on his license.

4. The Department may adjust the territorial limits within which a master guide may operate for reasons of game harvest, to resolve territorial conflicts between master guides or for the safety of persons who utilize the services of the guide.

[Bd. of Fish & Game Comm’rs, No. 14 § 21.01-25, eff. 5-1-72]—(A by Bd. of Wildlife Comm’rs by R054-04, 8-25-2004)

NAC 504.661 Master guides: Action by Department on applications; timely submission of application for renewal of license. ([NRS 501.105](#), [501.181](#), [504.390](#))

LCB R006-10

NAC 504.663 Master guides: Requirements for liability insurance or self-insurance bond. ([NRS 501.105](#), [501.181](#), [504.390](#))

LCB R006-10

NAC 504.666 Subguides: Action by Department on applications; timely submission of application for renewal of license. ([NRS 501.105](#), [501.181](#), [504.390](#))

1. The Department will make such additional investigation of an applicant for a license as a subguide and his qualifications as the Department deems necessary. The final decision of the Department:

(a) Upon an application for renewal of an existing license, will be made not later than 60 days after the date of receipt of the completed application; and

(b) Upon an initial application for a license, will be made not later than 90 days after the date of receipt of the completed application.

↳ A licensee who is in good standing and whose application for renewal is received on or before December 1 is entitled to a new license for the ensuing license year upon complying with the provisions of [NAC 504.590](#) to [504.711](#), inclusive. If a licensee submits his application for renewal on or before December 1, the current license issued by the Department will remain in effect until the Department issues a new license or notifies the licensee in writing that it has denied the application for renewal.

2. If an applicant fails to include proof of certification in first aid or proof that he completed successfully a course in the responsibilities of hunters with his application as required by [NAC 504.600](#), the Department will notify the applicant, in writing or electronically, of the omission. The applicant must submit the required documentation to the Department within 30 days after he receives the formal notification from the Department of the omission. If the Department does not receive the documentation within the 30-day period, the Department will consider the application to be incomplete and will take no further action on the application.

3. If an application is denied for reasons set forth in [NAC 504.671](#), the Department will notify the applicant, in writing or electronically, of the reasons for denial. The applicant may appeal such a denial to the Commission.

4. The Department will deny the application for a license as a subguide if:

(a) The applicant holds a current restricted nonresident deer tag; or

(b) The master guide who will employ the applicant as a subguide is not authorized by the Department to guide in the area that the applicant lists in his application.

(Added to NAC by Bd. of Wildlife Comm'rs, eff. 3-13-97; A by R054-04, 8-25-2004)—
(Substituted in revision for NAC 504.605)

NAC 504.669 Request for amendment of license. ([NRS 501.105](#), [501.181](#), [504.390](#)) The Department shall not amend any master guide or subguide license unless the licensee submits his request for an amendment at least 10 working days before the licensee intends for the amendment to become effective.

(Added to NAC by Bd. of Wildlife Comm'rs by R054-04, eff. 8-25-2004)

NAC 504.671 Grounds for denial, revocation or suspension of license. ([NRS 501.105](#), [501.181](#), [504.390](#))

LCB R006-10

NAC 504.676 Termination of employment of subguide. ([NRS 501.105](#), [501.181](#), [504.390](#))

1. A master guide shall notify the Department in writing within 72 hours after terminating the employment of a subguide.

2. Upon receipt of the notification required pursuant to subsection 1, the Department shall:

(a) If the subguide is licensed under only one master guide, immediately suspend the license of the subguide; or

(b) If the subguide is licensed under more than one master guide, suspend the portion of the subguide license that pertains to the master guide described in subsection 1.

(Added to NAC by Bd. of Wildlife Comm'rs by R054-04, eff. 8-25-2004)

NAC 504.681 Habitual violators. ([NRS 501.105](#), [501.181](#), [504.390](#))

1. An application for a license as a master guide or a subguide may be permanently denied if the applicant is a habitual violator.

2. For the purposes of this section, "habitual violator" means a person who has been previously convicted of three or more violations, or combination of violations, of title 45 or [chapter 488](#) of NRS, including regulations adopted pursuant thereto, or the equivalent provisions of the law of any other state or federal law.

[Bd. of Wildlife Comm'rs, No. 120 § 17, eff. 11-5-81]—(NAC A 9-13-91)

Operation

NAC 504.685 Contracts with clients. ([NRS 501.105](#), [501.181](#), [504.390](#))

1. Before providing a service to a client, a licensed master guide must furnish the client with a contract:

(a) Stating:

(1) The type of service to be provided, including, without limitation, food, lodging, transportation, caping, field dressing services and the packing out of harvested wildlife.

(2) The dates on which guide services are to be provided.

(3) The fee schedule for the guide's services.

(4) The maximum number of clients which may accompany a guide on any one occasion.

(5) The master guide's policy regarding the cancellation and amendment of a contract for guide services.

(6) The master guide's policy regarding the return of a deposit if the contract is cancelled.

(7) Whether the client can expect to be guided by a person other than the master guide.

(b) Signed by the master guide and the client.

2. A contract must be provided to every client whether or not the master guide does the actual guiding.

3. A master guide shall provide the client with a contract signed by the master guide within 30 days after receipt of a deposit for future guide services.

4. Only the master guide may enter into a contract with a client.

5. A subguide, with authorization from the master guide, may present a contract to a client for the purpose of obtaining the client's signature. If a subguide presents a contract to a client:

(a) The contract must contain the original signature of the master guide;

(b) The subguide shall not alter the provisions of the contract unless he receives authorization from the master guide; and

(c) If applicable, the subguide shall initial and date any alterations made to the contract.

6. The master guide shall retain all original signed contracts for not less than 3 years.

7. If requested, the master guide shall provide any contracts to an agent of the Department authorized to enforce the provisions of [NAC 504.590](#) to [504.711](#), inclusive.

8. Whenever guiding in this State, a nonresident master guide shall keep copies of all contracts for clients guided in the State during the current calendar year readily available for inspection by any agent of the Department.

(Added to NAC by Bd. of Wildlife Comm'rs, eff. 9-15-89; A by R054-04, 8-25-2004)—
(Substituted in revision for NAC 504.665)

NAC 504.688 Records regarding clients. ([NRS 501.105](#), [501.181](#), [504.390](#))

1. Licensed master guides and subguides shall keep and have available complete, current and accurate records regarding their clients.

2. Records regarding clients must be written on forms furnished by the Department to all licensed master guides. These forms will include spaces for:

(a) The client's name.

(b) The client's hunting or fishing license number, whichever is applicable.

(c) The client's tag or permit number, if a tag or permit is required by the Department.

(d) The dates, specifying the days, months and years, on which the client was guided.

(e) The date, specifying the day, month and year, on which each species of wildlife was harvested, the species harvested and the number of the species harvested.

- (f) The point class of the animal harvested if the animal is a deer or elk.
- (g) The management unit where each animal was harvested.
- (h) The name of each of the guides who guided the client.

3. A guide shall:

(a) Make the initial entry in the records that are required pursuant to subsection 2 on the first day that he provides guide services to the client; and

(b) Make the final entry in the records required pursuant to subsection 2 on the final day guide services are provided to the client.

4. The master guide shall submit to the Department all original record forms for his clients, including the record forms of any subguides employed by the master guide, no later than December 31 of the year for which the guide is currently licensed.

5. The master guide and subguide shall present his clients' records for inspection at any reasonable hour or place to any agent of the Department authorized to enforce the provisions of [NAC 504.590](#) to [504.711](#), inclusive.

(Added to NAC by Bd. of Wildlife Comm'rs, eff. 9-15-89; A 3-13-97; R054-04, 8-25-2004; R110-05, 10-31-2005)

NAC 504.693 Possession or availability of license and special use permit while with client. ([NRS 501.105](#), [501.181](#), [504.390](#)) At all times while transporting, providing a service to or otherwise in the company of a client, a master guide or subguide shall carry on his person or otherwise have readily available:

1. His valid master guide or subguide license issued by the Department or a legible, unaltered copy of the license; and

2. If applicable, the valid original or a legible, unaltered copy of the portion of the special use permit, issued to the master guide by the federal land management agency having jurisdiction within the wildlife management area or unit that contains the:

(a) Name of the master guide or the name of his guiding business; and

(b) Description of the wildlife management area or unit, or other geographic area where the master guide is authorized to guide pursuant to the special use permit.

(Added to NAC by Bd. of Wildlife Comm'rs by R054-04, eff. 8-25-2004)

NAC 504.696 Maintenance of certification in first aid. ([NRS 501.105](#), [501.181](#), [504.390](#)) While licensed by the Department as a master guide or subguide, a person must maintain current certification in the administration of standard first aid.

(Added to NAC by Bd. of Wildlife Comm'rs by R054-04, eff. 8-25-2004)

NAC 504.701 Guiding hunt for mountain lion. ([NRS 501.105](#), [501.181](#), [504.390](#)) A master guide who is hired to guide a hunt for a mountain lion shall ensure that his client physically accompanies him or his subguide in the pursuit and killing of the mountain lion.

(Added to NAC by Bd. of Wildlife Comm'rs, 1-22-87, eff. 2-1-87; A 9-13-91)

NAC 504.706 Transportation of big game mammals. ([NRS 501.105](#), [501.181](#), [504.390](#))

1. A licensed master guide or subguide may transport a big game mammal taken by his client from the location where the mammal was harvested without first obtaining a transportation permit in accordance with [NRS 503.040](#) if:

(a) The big game mammal has been tagged in accordance with [NAC 502.400](#) and the tag has been properly validated in accordance with [NAC 502.390](#); and

(b) The master guide or subguide transports the big game mammal in accordance with the conditions established on his master guide license only to a commercial or private facility within the State, including any cold storage locker, trailer or walk-in facility offered as a service to its customers, for the purpose of preserving the meat or carcass of the big game mammal.

2. During any reasonable hour, upon the request of an agent of the Department authorized to enforce the provisions of title 45 of NRS, a master guide or subguide shall present any big game mammal which he is transporting or has transported pursuant to this section.

(Added to NAC by Bd. of Wildlife Comm'rs, eff. 3-13-97; A by R054-04, 8-25-2004)—
(Substituted in revision for NAC 504.656)

NAC 504.711 Prohibited acts. ([NRS 501.105](#), [501.181](#), [504.390](#))

1. A master guide licensed by the Department shall not:

(a) Enter into a contract to provide a service for a species of wildlife or in a wildlife management area or unit for which the guide does not possess a valid:

(1) License issued by the Department; and

(2) If applicable, special use permit issued by the federal land management agency having jurisdiction within the wildlife management area or unit.

(b) Sign or submit an application for a restricted nonresident deer tag pursuant to [NAC 502.4231](#) related to a wildlife management area or unit, or for a hunter choice number representing a wildlife management area or unit, for which the master guide does not possess a valid special use permit required by the federal land management agency having jurisdiction within the wildlife management area or unit.

(c) Apply for a license as a subguide to operate in a wildlife management area or unit that requires a special use permit from a federal land management agency if he:

(1) Does not possess the special use permit from a federal land management agency; and

(2) Is applying for the purpose of circumventing the requirement that a master guide possess a special use permit from a federal land management agency having jurisdiction within the wildlife management area or unit for which he is applying.

2. A person shall not advertise that he provides guide services in the State unless he possesses a valid master guide license issued by the Department.

(Added to NAC by Bd. of Wildlife Comm'rs by R054-04, eff. 8-25-2004)