

Application for a BUSINESS LICENCE

Nunavut National Parks 2010

Please complete this application to apply for a Business Licence for Nunavut National Parks. Forward your completed application, with all necessary information, to:

Licensing and Permitting
Parks Canada – Nunavut
PO Box 278
Iqaluit, NU X0A 0H0
CANADA

The fee for each business licence is \$196.20 CDN. Businesses are required to have a separate business licence for each national park in which they operate.

PART 1: BUSINESS INFORMATION

Company Registered Name Quark Expeditions		Business Number (Issued by Canada Customs & Revenue Agency) 865279708 - RC001	
Company Operating Name (If Different From Registered Name)		Incorporation Certificate Number (If applicable)	Jurisdiction of Incorporation (If applicable)

What type of business do you operate?
☒ Commercial
☐ Non-Profit
☐ Other: _____

BUSINESS ADDRESS (Physical Location)

Please describe the physical location of your main operations (e.g. building number, community, etc.)
93 Pilgrim Park, Suite 1, Waterbury VT 05676 USA

MAILING ADDRESS

PO Box		Unit No.		Street Address 49 Jackes Avenue	
City/Town Toronto		Province/Territory Ontario		Country Canada	
Phone 1 416 504 5900		Cell Phone 1 416 571 4423		Website WWW.QUARKEXPEDITIONS.COM	
Fax 1 416 504 4900		Postal Code M4T 1E2			

PART 1: BUSINESS INFORMATION, Continued

CONTACT PERSON INFORMATION

First Name		Bill	
Last Name		Davis	
Title		VP Expeditions Operations	
Phone		1 416 504 5900	
Cell Phone		1 416 571 4423	
E-mail		Bill.davis@quarkexpeditions.com	
Fax		1 416 504 4900	

Mailing Address ☒ Same as above.

PO Box		Unit No.		Street Address	
City/Town		Province/Territory		Country	
Postal Code					

AUTHORIZED OFFICER

The authorized officer is the individual who has the authority to sign and act on behalf of the company. Fill in this section only if the authorized officer is different from the Contact Person above.

First Name		Last Name		Title	
Signature		Date			
Day-time Phone		Evening Phone		24-hour Emergency Contact #	

OWNERS (PRINCIPALS) OF THE COMPANY

First Name		Last Name		Title	
Phone		Fax		E-mail	

First Name		Last Name		Title	
Phone		Fax		E-mail	

PART 2: PARK

I am applying for a Business Licence for (check all that apply):

- ☐ Auyuittuq National Park
☒ Quttinirpaq National Park
☐ Sirmilik National Park
☐ Ukkusiksalik National Park

PART 3: LIST OF GUIDES

Please list the guides who will be leading your tours this season. If you require additional space, please attach another sheet. All Guides who conduct tours in Nunavut national parks are required to obtain a Guiding Permit at a cost of \$19.60 per year per park. At a minimum, all Guides are required to hold valid Standard First Aid and Basic Rescuer CPR certificates. Details about how to apply for a Guiding Permit are provided in the Application Guide.

First Name		Last Name		Title
Phone		Cell Phone		
E-mail		Fax		
<input type="checkbox"/> Same as business address.				
PO Box	Unit No.	Street Address		
City/Town		Province/Territory	Country	Postal Code

First Name		Last Name		Title
Phone		Cell Phone		
E-mail		Fax		
<input type="checkbox"/> Same as business address.				
PO Box	Unit No.	Street Address		
City/Town		Province/Territory	Country	Postal Code

First Name		Last Name		Title
Phone		Cell Phone		
E-mail		Fax		
<input type="checkbox"/> Same as business address.				
PO Box	Unit No.	Street Address		
City/Town		Province/Territory	Country	Postal Code

PART 4: PROPOSED TOUR DETAILS

A tour is defined as a guided activity with a group of clients. For example, a boat operator taking clients from a community into the park is a "tour." The guide/outfitter may run many tours that are the same each summer (e.g. same route, same activities, etc.).

Please complete one "Tour Schedule" for each type of tour you will run (e.g. If you are guiding two hiking trips along the same route, you only need to complete ONE tour schedule. If you are guiding two hiking trips along DIFFERENT routes, you need to complete TWO tour schedules. If you are guiding two trips using DIFFERENT activities along the same route, you need to complete TWO tour schedules).

How many different tours will you be running this year? 2

TOUR NAME Tanquary Fjord : Western Ellesmere Island			
Tour	1	of	2

<p>In which park and locations?</p> <p><input type="checkbox"/> Auyutituaq ✓ <input type="checkbox"/> Quttinirpaq <input type="checkbox"/> Sirmilik <input type="checkbox"/> Ukkusiksalik</p> <p>AREAS WITH SPECIAL MITIGATION REQUIREMENTS</p> <p>The following areas have special mitigations associated with them. Please check the appropriate boxes if you wish to operate in these areas.</p> <p>AUYUTITUAQ LOCATIONS</p> <p><input type="checkbox"/> Maklak Fjord <input type="checkbox"/> Northern Fiords <input type="checkbox"/> Owl River <input type="checkbox"/> June Valley</p> <p>SIRMILIK LOCATIONS</p> <p><input type="checkbox"/> Cape Hay Area <input type="checkbox"/> South Bylot Island <input type="checkbox"/> Goose Camp Valley</p> <p>QUTTINIRPAQ LOCATIONS</p> <p><input type="checkbox"/> Lake Hazen Basin <input type="checkbox"/> Fort Conger <input type="checkbox"/> Lewis Lake <input type="checkbox"/> Kettle Lake and Muskox Wall</p> <p>OTHER AREAS</p> <p>Please indicate the other areas of the park(s) in which you wish to operate:</p>	<p>What activity(ies)? (e.g. hiking, skiing, climbing, kayaking)</p> <p><input type="checkbox"/> Commercial Guiding <input type="checkbox"/> Interpretive Hiking <input type="checkbox"/> Day Hiking <input type="checkbox"/> General Mountaineering <input type="checkbox"/> Rock Climbing <input type="checkbox"/> Alpine Climbing <input type="checkbox"/> Snowshoeing <input type="checkbox"/> Cross-Country Skiing <input type="checkbox"/> Backcountry Skiing <input type="checkbox"/> Overnight Camping <input type="checkbox"/> Rafting <input type="checkbox"/> Kayaking <input type="checkbox"/> Canoeing <input type="checkbox"/> Motorized Boating <input type="checkbox"/> Dog-sledding: Day-Trip <input type="checkbox"/> Dog-sledding: Multi-Day Trip <input type="checkbox"/> Snowmobiling <input type="checkbox"/> Snowmobiling with Kamolig <input type="checkbox"/> Other (please specify):</p> <p>Please note - The following activities are prohibited in our parks: BASE Jumping, Long-Drop Rapelling, Parachuting, Paragliding, Parasailing</p>
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How many different tours will you be running this year? 2

TOUR NAME Ellesmere Island and Greenland				Tour	2	of	2
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<p>In which park and locations?</p> <p><input type="checkbox"/> Auyuittuq ✓ <input type="checkbox"/> Quttinirpaq <input type="checkbox"/> Sirmilik <input type="checkbox"/> Ukkusiksalik</p> <p>AREAS WITH SPECIAL MITIGATION REQUIREMENTS</p> <p>The following areas have special mitigations associated with them. Please check the appropriate boxes if you wish to operate in these areas.</p> <p>AVUITTUQ LOCATIONS</p> <p><input type="checkbox"/> Maklak Fiord <input type="checkbox"/> Northern Fiords <input type="checkbox"/> Owl River <input type="checkbox"/> June Valley</p> <p>SIRMILIK LOCATIONS</p> <p><input type="checkbox"/> Cape Hay Area <input type="checkbox"/> South Bylot Island <input type="checkbox"/> Goose Camp Valley</p> <p>QUTTINIRPAQ LOCATIONS</p> <p><input type="checkbox"/> Lake Hazen Basin ✓ <input type="checkbox"/> Fort Conger <input type="checkbox"/> Lewis Lake <input type="checkbox"/> Kettle Lake and Muskox Wall</p> <p>OTHER AREAS</p> <p>Please indicate the other areas of the park(s) in which you wish to operate:</p>	<p>What activity(ies)? (e.g. hiking, skiing, climbing, kayaking)</p> <p><input type="checkbox"/> Commercial Guiding <input type="checkbox"/> Interpretive Hiking <input type="checkbox"/> Day Hiking <input type="checkbox"/> General Mountaineering <input type="checkbox"/> Rock Climbing <input type="checkbox"/> Alpine Climbing <input type="checkbox"/> Snowshoeing <input type="checkbox"/> Cross-Country Skiing <input type="checkbox"/> Backcountry Skiing <input type="checkbox"/> Overnight Camping <input type="checkbox"/> Rafting <input type="checkbox"/> Kayaking <input type="checkbox"/> Canoeing <input type="checkbox"/> Motorized Boating <input type="checkbox"/> Dog-sledding: Day-Trip <input type="checkbox"/> Dog-sledding: Multi-Day Trip <input type="checkbox"/> Snowmobiling <input type="checkbox"/> Snowmobiling with Kamotiq <input type="checkbox"/> Other (please specify):</p>
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Please note - The following activities are prohibited in our parks: BASE Jumping, Long-Drop Rapelling, Parachuting, Paragliding, Parasailing

<p>Proposed Tour Plan. Please provide a general plan for your tour. Include the approximate number of days, your entry/exit points, and a general route description. Describe the activity(ies) you will be doing in the park and how you plan to travel to/through the park (e.g. skiing supported by dog team). Please indicate, if it is known, the number of nights you expect to spend in each location. Please also describe any side trips you intended to take that are off your main route. It may be helpful to attach a map, indicating your tour route. This description is simply an approximate plan for your trip. You will be expected to provide Parks Canada staff with a detailed trip route plan during registration. If you require more space, please use an additional sheet.</p> <p>Please see Technical Itinerary with proposed dates, times, place and activities.</p>	
<p>Describe your client group. Include details on group size, client to guide ratio, approximate age and skill level of clients.</p> <p>The group size will not be determined until several days before sailing. However, there will be a maximum of 80-100 passengers accompanied by at least 10-11 guides plus a medical doctor. Our ratio of guides to passengers will be greater than 1:10. The majority of passengers will be over 50 years of age and there may be some who are >70 years of age.</p>	
<p>How often will you run your tour? (e.g. 8 times per summer season; 3 times per week during July and August)</p> <p>Please see Technical Itinerary with proposed dates, times, place and activities.</p>	
<p>Describe your operating season. Please tell us the date on which you will start running tours and the date on which you will stop running tours. Please estimate the number of tours you will run and how many clients you will have per tour. (e.g. Begin operations July 8. End operations August 17. 2 tours per week, each with 4 clients)</p> <p>Please see Technical Itinerary with proposed dates, times, place and activities.</p>	
<p>Do you require an air charter for this tour? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, which company will you be chartering with?</p>	
<p>Matrix Helicopter Solutions Inc.</p>	
<p>Does this company have an Aircraft Access Permit for the landing location(s) you wish to use? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> No unsure</p>	

PART 5: BUSINESS APPLICANT INFORMATION

1. Staff Information

- a. How many full-time or seasonal staff does your company employ? 13
- b. How many of your staff are *Nunavut Land Claims Agreement* beneficiaries? 1

2. Safety and Emergency Management

- a. Does your company have an emergency response plan? ☒ Yes ☐ No
It is a required condition of the Business Licence for the operator to maintain, and update as required, a detailed Emergency Response Plan that describes the safety precautions you will take and the steps you will follow in case of emergency. You are required to include a copy of this plan with your application.

Please see the attached document; Quark Guest Safety Plan

- b. In case of emergency in the park, will your guides/employees have access to emergency assistance provided by your business? ☒ Yes ☐ No

If yes, please describe the type of assistance available and the method of communication between staff in the field and your business. If no, please describe how the group will access emergency assistance should it be required.

All passengers on shore are accompanied by Quark guides. All guides carry a VHF radio and spare battery. There is also an Iridium phone on shore. This equipment allows the people on shore communicate with each other as well as the ship and emergency contact.

- c. What type and level of emergency training will the guides/employees working in the park have?

Please note that all guides in Nunavut national parks are required to have valid Standard First Aid and CPR certification.

Please see the attached Guide applications

- d. How are your guides/employees prepared for first aid or medical emergencies? Describe emergency equipment carried and training completed in detail.
The landing party must have a long-range VHF radio that allows them to communicate with the vessel and the helicopter pilots. Before passenger

landings commence, the shore based helicopter landing team must be in place and long-range radio communication must be established.

Survival equipment and food is to be placed ashore at the landing point prior to the arrival of passengers. This should include a medical kit, two large 24-person tents, three 6-person tents, three Bivy bags, the long-range VHF radio, about 50 sleeping bags and mats, basic survival food, water, and cooking devices (Coleman stoves and fuel). Flags, shovels, ice axes, ski poles and climbing gear should be included as necessary. At least one 24-person tent must be erected. All expedition staff must be familiar with the use of the survival equipment, and their role in an emergency.

It is up to the EL and staff to make sure that all of this equipment and food is in good condition and placed ashore at a designated point. Passengers should be advised that such equipment will be ashore. All gear must be returned to the vessel and put back into storage areas after each landing. After each voyage items are to be inventoried, anything damaged or outdated must be replaced.

- e. **What type of pre-trip information do you give to your clients?**
If you have a package of information that you send to your clients, please include a sample copy with this application.

<http://www.quarkexpeditions.com/arctic/about-the-arctic>

PART 6: BUSINESS APPLICANT INFORMATION, Continued

- f. **Do your clients receive the Parks Canada pre-trip information package prior to arriving in the park?** ☐ Yes ☐ No

Business Licence holders (other than air charter companies) are required to ensure all clients receive the Parks Canada pre-trip information package. Parks Canada can assist you in distributing this information to your clients (for details see the "Information Bulletin").

3. Parks Canada's Mandate

Parks Canada's mandate is:

To protect and present nationally significant examples of Canada's natural and cultural heritage, and foster public understanding, appreciation and enjoyment in ways that ensure their ecological and commemorative integrity for present and future generations.

- a. **Please explain, in detail, how your business operations in the park will help contribute to the following:**

i. Protecting the health of the park (the park's ecological integrity)

ii. Education of visitors to the park

iii. Economic opportunities for the park's adjacent communities

PART 7: BUSINESS APPLICANT INFORMATION, Continued

b. Please explain, in detail, how you will address the following topics through your business operations in the park (if applicable):

i. Solid waste (garbage)

Nothing is left on shore. All is brought back to the ship where it is disposed of according to international regulations.

ii. Human waste

Nothing is left on shore. All is brought back to the ship where it is disposed of according to international regulations.

c. How will you ensure that the following are achieved (if applicable)?

iii. Low impact camping

n/a

iv. Positive visitor experiences (for your clients, as well as for other visitors)

4. References
- a. Have you operated in other national parks, national historic sites, or national marine conservation areas in Canada?
- ☒ Yes ☐ No If yes, which ones? Quttinirpaq NP

- b. Do you operate your business elsewhere?
- ☒ Yes ☐ No If yes, please provide the name and contact information for a reference who can discuss your operations (include name, affiliation, phone number, and e-mail).

Frigg Jørgensen
General secretary
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N-9171 Longyearbyen
Pho + 47 79 02 63 50
Cell pho: +47 913 90 554
www.aeco.no
frigg@aeco.no

Steve Wellmeier
Executive Director
IAATO
11 S. Angel St., #302
Providence, Rhode Island, 02906, USA
1-401-272-2152
1-401-272-2154 fax
Swellmeier@iaato.org
Website: www.iaato.org

PART 8: APPLICATION CHECKLIST AND PAYMENT OF FEES

Application Checklist

Did you include:

- ✓ Completed application
- ✓ Any additional information (e.g. maps) for your proposed tour plan
- ✓ Copy of Emergency Response Plan
- ✓ Proof of \$1 million liability insurance valid for duration of licence
- ✓ Applications for Guiding Permit(s) (if applicable)
- ✓ Applications for Aircraft Access Permit(s) (if applicable)

Payment of Fees

The fee for Business Licences is \$196.20 CDN per park (e.g. if you require a licence for both Auyuittuq and Quttinipaaq, the amount due is \$392.40 CDN).

Please find enclosed payment of the following:

$$\begin{array}{r} \$196.20 \text{ CDN} \\ \times \quad \quad \quad \\ \hline \end{array} = \$ \quad \quad \quad \begin{array}{r} \text{\# Parks} \\ \hline \end{array}$$

Method of Payment:

- ☐ Cheque Cheque #: _____
- ☐ Visa ☐ Mastercard

Credit Card #: _____

Expiry Date: _____

Name on Card: _____

Signature: _____

OFFICE USE ONLY

☐ Approved

☐ Declined

Date: _____

Business Name: _____

PART 9: BUSINESS LICENCE CONDITIONS

General Conditions

Business Licence holders are expected to prepare their clients with pre-trip information for proper park etiquette and safety, potential park hazards and an awareness of each individual's contribution to maintaining the ecological health and cultural values of the park.

Access to certain areas of the park may be restricted at any time for the prevention of seasonal or temporary danger to persons, flora, fauna or natural or cultural objects in a park.

Maximum group sizes may be enforced as a condition of the Business Licence issued.

Business Licence holders shall ensure that their activities do not cause hindrance or obstruction to the general public or other guided groups in the normal use of and access to park routes and/or facilities.

Only those activities that are specified in the business licence (e.g. skiing, hiking, etc.) are allowed to be conducted on any tour.

Any and all wildlife problems shall be reported to a designated Parks Canada staff member as soon as possible after the occurrence. Sightings of polar bears or their signs are considered to be an emergency situation and should be reported to a designated Parks Canada staff member as soon as possible. Business licence holders must ensure that guides in their employ possess the minimum acceptable level of first aid certification for the activity in which they are participating. The group leader must be in possession of a suitable first aid kit. An Emergency Response Plan, as approved by Parks Canada Agency, must be maintained and updated as required.

As the Authorized Officer, I agree that _____ Quark Expeditions _____ will comply with the conditions applicable to this Business Licence, as outlined by the Superintendent in the permit issued.

Signature of Authorized Officer

Date

03/05/2010/pm