

Use Fee Calculation Instructions

(a) **Total Gross Income** – This is a total of all receipts from your permitted activity.

(b) **Deductions**

Transportation Costs – Either the actual amount paid to others or the current mileage rate allowance that the General Services Administration (GSA) allows for advantageous use of a privately owned vehicle, for government travel will be allowed for the permittee to provide client transportation to the local community or the permittee’s headquarters. The intent is to allow adjustments for costs paid or borne by commercial permittees in bringing their clients to local communities or permittee’s headquarters prior to the trip, or returning them from such points after the trip.

The intent is NOT to allow deductions for transportation costs between the local community or permittee’s headquarters and the public lands.

This transportation cost adjustment is to be used for pre-trip or post-trip transportation only. The percent of total time adjustments discussed in (c) below does not apply to pre- and post-trip transportation, as this would create a double adjustment. Allowable transportation adjustments apply to both single day and multi-day trips.

Lodging Costs – The actual amount paid. Lodging costs paid for or borne by commercial permittees which are incurred on non-public lands before or after the permitted activity may be deducted.

Costs paid for or borne by commercial permittees for lodging on non-public land during the trip may not be deducted; However, the time spent at such lodging may be applied to the percent of time eligible for a fee reduction, as discussed in (c) below.

NOTE: The permittee is required to provide a signed BLM Trip Log, Operating Plan, lodging receipts or other information specified by the authorized officer to support requests for fee reductions and deductions.

(c) **Non-Public Land Use** – A deduction will be allowed for time spent off BLM administered public land from the time and date of entry to time and date of exit. This adjustment will be based on percent of total time on public lands from the following table:

| Percent of total time on (BLM) Public Lands | Fee Reduction | Fee Adjustment Factor (for use on Pg. 1, part 5b) |
|---|---------------|---|
| Less than 5% (1 hr. 15 min. per 24 hr.day) | 80% | .20 |
| 5-60% | 40% | .60 |
| 61-100% | None | 1.00 |

(d) **Use Fees** – will be three 3% (percent) of the permittee’s adjusted gross income.

(e) **Amount Due** – Permittees must pay a minimum annual fee of \$80.00 (starting in 1999) paid in advance for each year the permit is in effect. The actual permit fee will be \$80.00 or 3% of adjusted gross income, whichever is greater. Payments in excess of this amount will be carried over to the following year, unless a refund is requested.

**ANNUAL COMPLETION OF THIS POST-USE REPORT
IS REQUIRED IN
ORDER TO KEEP YOUR SRP VALID.**

Thank You!