

2023 SHUTTLE HANDWRITTEN REPORT INSTRUCTIONS AND FEE CALCULATION

Beginning in 2023, FWP will no longer calculate year-end 3% SRP shuttle fees. FWP highly recommends using the 2023 Electronic Shuttle Use Report spreadsheet because it automatically identifies site ownership and calculates 3% fees, thereby minimizing the chance of entry/calculation errors. You may also use the hand-written report form, but you will be responsible for adjusting and calculating all fees. **Handwritten submissions will be processed on a first-come, first-served basis AFTER all electronic SRP submissions have been processed because confirming fees on handwritten forms is extremely time-consuming. Permittees who choose to submit handwritten report logs should expect a significant delay in receiving their 2024 permit.**

If you choose to complete the hand-written report form, you will be responsible for all fee calculations. Permittees must report **ALL** shuttles regardless of site ownership, although you are only required to pay 3% fees for the use of BLM sites. Permittees who complete handwritten report forms must fully complete both the Shuttle Use Report Log **AND** Shuttle Fee Tally Sheet. The following is a list of BLM sites which require the 3% use fee. You are **NOT** required to pay the 3% fee for the use of any site that is not on the list below. If the shuttle includes the use of one BLM site (from the list below) and one non-BLM site, 50% of the 3% fee is required.

LIST OF MADISON BLM SITES

- 1) Windy Point
- 2) Palisades
- 3) Ruby Creek
- 4) Storey Ditch
- 5) Clute's/Ennis Lake
- 6) Warm Springs
- 7) California Corner
- 8) Canaday/Red Mtn

When calculating adjusted revenue, use the following formulas to complete the hand-written report sheets:

BLM site to BLM site = 100% of 3% fee due

Total Revenue * 1.00 = Adjusted Revenue

BLM site to non-BLM site = 50% of 3% fee due

Total Revenue * 0.5 = Adjusted Revenue

Non-BLM site to BLM site = 50% of 3% fee due

Total Revenue * 0.5 = Adjusted Revenue

Non-BLM site to non-BLM site = 0% of 3% fee due

Total Revenue * 0.0 = Adjusted Revenue

If you have questions, please contact Andrew Puls at apuls.mt.gov or (406) 702-0342.