



MINNESOTA DEPARTMENT OF NATURAL RESOURCES

2016 Request for Help Stop Aquatic Hitchhikers! Signs

The Minnesota Department of Natural Resources (DNR) provides a limited number of “**Help Stop Aquatic Hitchhikers!**” signs for lake associations, local governments, and other groups to post at water accesses.

You may request up to **four** standard signs (18” x 24”) OR **two** standard signs plus **two** large signs (4’ x 3’) per calendar year. The DNR has a limited number of signs available, so our ability to fulfill your request will depend on regional availability. If signs are available, we will provide them at no cost to you. We do not provide sign posts or other materials.

Standard (18” x 24”)



Large (4’ x 3’)



If you need more signs than the DNR can provide, you should print them yourself using artwork and instructions at the [DNR website](#).

Instructions: Review the instructions on the [DNR website](#). You must:

1. Receive permission from the water access owners. Find ownership information using [LakeFinder](#).
2. Complete the form below (pgs. 1 & 2) and email, mail or fax it to your [DNR Invasive Species Specialist](#).
3. Review the [Aquatic Invasive Species Sign Manual](#) for installation guidelines.
4. Submit the AIS Sign Installation Report Form (pg.3) to the DNR within 60 days of sign installation.

Your Contact Information:

Name: _____

Organization: _____

Address (street): _____

Address (city, state, ZIP): _____

Daytime Phone Number: _____

Email Address: _____

Sign Request:

I would like ____ standard signs (18" x 24") and/or ____ large signs (4' x 3').

You may request up to **four** standard signs OR **two** standard plus **two** large signs per calendar year.

I will install these signs at the location(s) listed in the table below.

Lake Name	County	Lake ID* #	# Standard Sign(s) to be Installed	# Large Sign(s) to be Installed	Access Owner(s)

*Lake ID # (also known as DOW#) can be found online using the DNR's [LakeFinder](#).
Optional: Attach a map of sign installation location(s).

Do you have the permission of ALL water access owner(s) to install signs? Yes No**

**For DNR owned accesses – arrange with the DNR Parks & Trails Division Area Supervisor to install the signs.

I agree to post the sign(s) I receive at the locations specified above:

Signature: ____

Date: ____

Additional Information – Signs will be installed by:

Name and/or organization: ____

Phone # and/or email: ____

Estimated Installation Date: ____

To obtain your signs:

- Your DNR Invasive Species Specialist will contact you to arrange pick-up of the sign(s).
- Bring this completed form with you when you pick up the sign(s).
- Post the sign(s) within 60 days.
- If for any reason you are unable to post the sign(s) by the date required, please contact your [DNR Invasive Species Specialist](#) and obtain permission to post th at a later date, or return the sign(s) to the DNR.

Thank you for your interest in spreading the word about aquatic invasive species. If you have any questions, please contact your local DNR Invasive Species Specialist (<http://www.dnr.state.mn.us/invasives/ais/contacts.html>).

Sign Transfer Receipt:

I, _____ (your name), have received ____ standard and/or ____ large “Help Stop Aquatic Hitchhikers!” sign(s) and I agree with requirements listed on this form.

Signature:

Date:

____ Invasive Species Specialist initials (confirming delivery of signs)

DNR Internal Use Only - Keep this form for DNR records

Is the DNR listed as an “Access Owner”? If YES, please forward a copy of this application to your local Parks & Trails Division Area Supervisor and the Boating Access Program Coordinator.

Received on: _____ Received by: _____

Note additional signs distributed (e.g. orange invasive species alert sign): _____



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Aquatic Invasive Species (AIS) Sign Installation Report Form

Thank you for participating in the Minnesota Department of Natural Resources (DNR) AIS Signs at Water Accesses Program. You have completed and submitted your request for AIS Signs at water accesses and have agreed to the requirements listed in the submitted form(s). Any changes to the original form must be approved by the DNR before signs are installed.

Fill out the report form below after installing AIS signs at water accesses.

Background Information:

1. Were the signs you were offered installed at water access points? Yes No
2. Were the signs installed according to the "request form" you submitted to the DNR? Yes No
If **No**, explain why and indicate any changes in the "comments" sections below.
3. Fill out the table below.
4. Sign below and email, mail, or fax a copy of this report to your [DNR Invasive Species Specialist](#).

Your Contact Information & Signature:

Organization:

Your Name:

Date:

Signature:

Sign Installation Information:

Signs were installed at the location(s) listed in the table below.

Lake Name	County	Date Posted	Installed by (Name, phone #)	Sign(s) installed (number, type*)	Comments

*types: Standard "Help Stop Aquatic Hitchhikers!" 18"x24" (HSAH SM); Large "Help Stop Aquatic Hitchhikers!" 4'x3' (HSAH LG)

Additional Comments: