



**Application for Access  
and Use of Facilities at  
the University of Washington  
Big Beef Creek Field Station**



---

Completion of this form is required to apply for all access to UW property and use of facilities, including visits and tours, at Big Beef Creek Field Station. After you submit your application it will be reviewed by the Program Manager and, if necessary, the station Research Committee. Once approved, you will be contacted to confirm your schedule and negotiate laboratory or usage fees if applicable. Tours or visits should be scheduled at least one week in advance.

Please use your word processor to type or paste your information into the boxes below each question and return the document via e-mail or fax. Or, if you do not have computer access, print the answers to the questions on a separate sheet of paper and fax your information to:

Anita Whitney  
Big Beef Creek Field Station  
Box 355350  
Seattle, WA 98195  
Fax: (206) 543-6393  
E-MAIL: [bbc@u.washington.edu](mailto:bbc@u.washington.edu) or [aaw@ocean.washington.edu](mailto:aaw@ocean.washington.edu)

---

**Full name:**

**Title:**

**Institution/Organization and Department:**

**Full address including zip:**

**Phone:**

**FAX:**

**E-mail address:**

**Visitors requesting tours only need to fill out questions A & B**

**General Information--**

- A. If you are requesting a tour of the hatchery and the station, please provide 2-3 possible dates and times (Mondays through Fridays, between 7 am and 4 pm) that you would like to visit. Tours are approximately 1-2 hours.

B. What your specific interests in visiting the UW's Big Beef Creek facilities:

**For all other research projects and investigators:**

1. What time period or dates are you applying to do your project work at Big Beef Creek?
  2. For graduate students, what is the name and contact information for your thesis advisor?
  3. For independent non-UW investigators (i.e. WDFW, HCSEG, NMFS, etc.), who is your UW faculty contact? (required)
  4. What is your field of training and highest academic degree (year obtained, where obtained)?
- 

**Project Description**

5. Please provide a description of your proposed research or educational project, and outline in detail your plans for work to be carried out at the Big Beef Creek Field Station. In particular, it is helpful to know your short and long term objectives as well as why you want to do this work at Big Beef Creek. For new users, please feel free to include proposals, references, web sites and other general background information about your program. *Please feel free to attach additional documents as necessary.*
  6. Please provide a one-sentence title or description of your research interest and relevant URLs for publication on the Big Beef Creek Field Station web page:
  7. Please cite any published or in press studies of the last two years from your laboratory or organization related to the project you intend to pursue at the Field Station and indicate which of these were directly or indirectly supported by earlier visits to the Big Beef Creek Field Station.
  8. Please provide the names of all field assistants, students, volunteers, or employees who will be working with you on site with this project, please indicate those under 18 years of age. (A parental consent form is required for students under 18, one form will be provided for each minor)
- 

*Please specifically state your needs for each of the following:*

**Collection of Materials, Property Access, Laboratory and/or Instructional Space Requirements**

9. Where will you be conducting outdoor fieldwork or instruction?  
Please describe the activity and what type of access to Big Beef Creek environments you would like to request:
10. Will you be collecting water, soil, sediment cores, live or preserved specimens of plants/animals?  
If so, please describe the type and number of specimens as well as your collecting

methodology:

**Note:** The Washington State Department of Fish & Wildlife require permits for collection of marine organisms in Washington and may refuse permission or require strict collection limits. Advance notice of plans for collection is necessary and investigators are responsible for securing all necessary permits for their project. All required state or federal collection permits must be presented to the BBC Station Manager before collection begins.

11. Will you require indoor laboratory or instructional space for your project?  
If so, please describe your activities and space needs:

### **Housing Requirements**

12. Will your project require overnight accommodation in a UW cabin(s) on station?  
If yes, how many people will be staying on station (please list names):

13. Arrival/Departure times and dates:

14. UW Cabins are \$25/night or \$300/month. Will you be paying via UW budget number?  
If so, what is the budget name and number:  
If not, please indicate the billing address and budget/project number to invoice:

### **Equipment & Chemicals**

15. Do you require any special equipment or fabrication be provided by Big Beef Creek Field Station to support your project on site?  
If so, please describe what you require:

16. Will you be bringing any of your own specialized equipment from your institution on to the station?  
If so, please describe:

17. What chemicals will you require to complete your research work? (please be specific)

18. Do you plan to use SCUBA in connection with your proposed research?  
Anyone intending to SCUBA dive at the station must present his or her certification to the station manager and obtain advance permission.

19. Do you plan to use radioisotopes in connection with your proposed work?  
If yes, please list isotopes and quantities:

### **Experimental Animals**

20. Do you require collection of live animal or plant specimens from the Field Station?  
If so, please indicate names, numbers and amounts required:

21. Are you bringing live animals with you?  
If yes, please indicate names and numbers.

**Note:** The Washington State Department of Fish & Wildlife require permits for

importation of marine organisms into Washington and may refuse permission or require strict quarantine. Advance notice of plans for imports is necessary and investigators are responsible for securing all necessary permits for their project.

22. What kind of laboratory space, aquarium space, and water supply will you require to maintain your animals?

23. How long will you need to maintain your animals on station?

---

### **Animal Care Review**

The University of Washington **requires** all researchers who will be conducting research on fishes or other vertebrates at Big Beef Creek to submit a Project Review Form to the Institutional Animal Care and Use Committee of the University of Washington (ref. [Grants Information Memorandum 27](#) and [University Handbook Chapter 3](#)).

For an application, please see the UW Institutional Animal Care and Use Committee's homepage at: <http://www.hscer.washington.edu/iacuc>. It is the responsibility of the individual investigator to obtain, and maintain, their approval via the IACUC office.

Animal Care Permits must be approved by the IACUC and presented to the BBC Manager before work can begin at Big Beef Creek. This process can take several months so it is strongly recommended that the investigator begin seeking permit approval well in advance of arrival.

---

### **Equal Opportunity**

The University of Washington reaffirms its policy of equal opportunity in education regardless of race, color, creed, religion, national origin, sex, sexual orientation, age, marital status, disability, or status as a disabled veteran or Vietnam era veteran in accordance with University policy and applicable federal and state statutes and regulations.

---

### **Other User Information and Policies**

You will receive a confirmation of your application acceptance and information about scheduling your project work within 1-2 weeks of receiving your application. For your information, the following rules will be in effect during your work at Big Beef Creek:

- All project personnel doing field work on UW property, working in the forest, creek and/or estuary must wear a high-visibility field vest (bright orange or yellow). If you do not have one, we will provide you with one to use during your time on station.
- Use of any temporary marking (flagging, tape, colored rods) must be requested and approved via your project application. All temporary markings must be removed at the conclusion of the study. Installation of any permanent marking systems must also be requested and approved via the project application form.

- No dogs or other pets are allowed on UW property or in the cabins.
- All project personnel doing field work beyond the UW's property lines in Big Beef Creek are responsible for obtaining the landowner's permission to access their property. Trespassing on private property is not taken lightly in the area surrounding Big Beef Creek. If you need help identifying property boundaries, access roads or land ownership, please contact the Program Manager at [bbc@u.washington.edu](mailto:bbc@u.washington.edu).