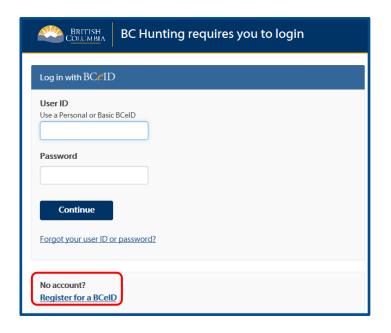
Update Your Fish and Wildlife Profile





Before you start

- To access the BC Hunting Online service, go to <u>www.gov.bc.ca/hunting</u> and select
 Sign in to BC Hunting
- A basic BCeID to sign on to the BC Hunting online service.

NOTE: A BCeID is an account that provides secure electronic access to online government services, including the BC Hunting online system. If you don't have a BCeID, you will be prompted to register for one when you sign on at www.gov.bc.ca/hunting.



View or Update Profile Information

 The profile edit screen can be reached by clicking Profile Information or Edit from your Fish and Wildlife Profile home page.

Update Your Fish and Wildlife Profile

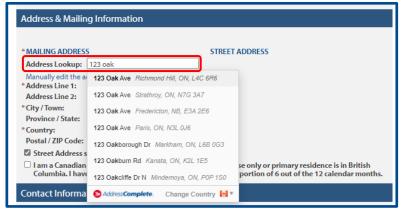




Update Address & Contact Information

- Click Edit to update your address and/or Contact Information.
- Start typing the new address into the Address Lookup field and all mandatory fields will be populated. You may manually edit the address if needed.
- Click **DONE.** Your changes have been saved and you will navigate to the profile home page, where the changes will be displayed.

NOTE: Clicking **CANCEL** will return you to your profile homepage, changes will not be saved.





Submit a Name Change Request

You will need an image (photo/scan) of the required document(s).

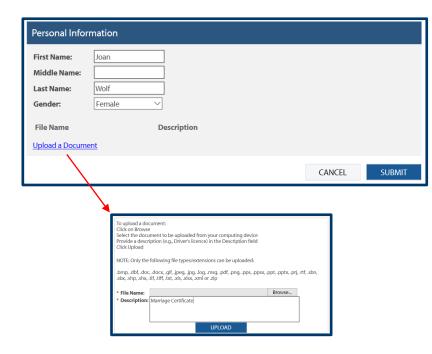
NOTE: Documentation must show your former legal name and current legal name.

 When ready, click Submit Name Change from your Fish and Wildlife Profile home page.

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Update Your Fish and Wildlife Profile





Submit a Name Change Request

- Complete the appropriate fields to change your legal name or gender details.
- Follow instructions in pop-up box to upload document(s).
- Click SUBMIT

NOTE: Documentation must show your former legal name and current legal name. You may upload multiple files.



View Status of Profile Changes

Your **Profile History** will display your profile update request as "In Review." It may take up to 3 business days to review and confirm your documents. Your **Profile History** status will change when your documents have been reviewed and your personal information has been updated.

Need help or have questions?

Visit www.gov.bc.ca/hunting

OR

To contact the FrontCounter BC Contact Centre by chat, email or phone, click here:

FrontCounter BC Contact Us Webpage