



# PROCEDURE MANUAL

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Hunting Licences			

## This Procedure Replaces:

None

## Staff and Organizations Affected:

Wildlife Management Staff  
Wildlife Administration Staff  
Conservation Officers  
Service BC  
FrontCounter BC  
Vendors  
Hunters

## Policy Manual Cross-References:

Policy Manual, Volume 4, Section 7  
Subsection:  
— 01.17 Hunting Licence

## Procedure Manual Cross-References:

None


## Other Cross-References:

General Regulation (B.C.Reg.340/82)  
Hunting Licensing Regulation (B.C. Reg. 78/2016)  
*Wildlife Act* (RSBC 1996 c.488)

## Purpose:

This procedure outlines the hunting licence application and issuance process, and supports the implementation of the Hunting Licence Policy (4-7-01.17). There are five sections to this procedure:

1. Roles
2. Resident hunting licence eligibility criteria
3. Unrestricted non-resident and non-resident alien hunting licence eligibility criteria
4. Restricted non-resident and non-resident alien hunting licence eligibility criteria
5. Species licence eligibility criteria

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July 11, 2017			



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## Definitions:

**“Fish and Wildlife ID” (FWID)** – is a personalized identification number obtained when an individual registers in the Wildlife Information and Licensing Data (WILD) system. The FWID is linked to an electronic profile that consists of users’ personal information, credentials, licences, permits, applications and limited entry hunting authorizations.

**“hunting credential”** – granted to a Fish and Wildlife Profile after the user has provided acceptable documentation, as prescribed in the Hunting and Residency Credentials procedure, to prove *Indian status* or successful completion of hunter safety training.

**“non-resident”** – as defined in the *Wildlife Act*, means

- (a) A person who is not a resident but is a Canadian citizen or a permanent resident of Canada, or
- (b) A person who
  - i. is not a resident, but whose only or primary residence is in Canada, and
  - ii. has resided in Canada for the 12 month period immediately before making an application under the *Wildlife Act* or doing another thing relevant to the operation of the *Wildlife Act*.

**“non-resident alien”** – as defined in the *Wildlife Act*, means a person who is neither a resident nor a non-resident.

**“residency exemptions”** – as defined in the Wildlife Act General Regulation, means

- (a) a person who
  - i) is a member of the armed services of Her Majesty raised by Canada and enrolled in continuing full time military service who has made his or her permanent residence in British Columbia for thirty consecutive days immediately before making an application under the *Wildlife Act* or doing another thing relevant to the operation of the Act,
  - ii) is a Canadian citizen or permanent resident of Canada, who leaves British Columbia to attend a recognized educational institution, and who returns to British Columbia on completion of studies at the institution concerned, or
  - iii) is under 18 years of age, has resided with a parent or guardian in another province and returns to British Columbia to reside with another parent or guardian who is a resident

is, for the purpose of qualifying as a resident, exempt from the requirements set out in paragraph of the definition of "resident" in Section 1 of the *Wildlife Act*.

**“resident”** – as defined in the *Wildlife Act* (RSBC 1996 c.488), means

- (a) a person who





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- i) is a Canadian citizen or a permanent resident of Canada, whose only or primary residence is in British Columbia, and
  - ii) has been physically present in British Columbia for the greater portion of each of 6 calendar months out of the 12 calendar months immediately preceding the date of making an application under the *Wildlife Act* or doing another thing relevant to the operation of the *Wildlife Act*, or
- (b) a person who
- i) is not a Canadian citizen or a permanent resident of Canada, but whose only or primary residence is in British Columbia, and
  - ii) has been physically present in British Columbia for the greater portion of each of the 12 calendar months immediately preceding the date of making an application under the *Wildlife Act* or doing another thing relevant to the operation of the *Wildlife Act*.

**“residency credential”** – granted to a Fish and Wildlife Profile after the user has provided acceptable documentation, as prescribed in the Hunting and Residency Credentials procedure, to prove residency.

## Procedure:

### 1 Roles

- 1.1 Wildlife management staff oversee provincial hunting programs and services.
- 1.2 Wildlife administration staff administer provincial hunting programs and services.
- 1.3 Conservation Officers are public safety providers of the Government of British Columbia (B.C.), focused on natural resource law enforcement and human wildlife conflict prevention and response.
- 1.4 Service BC, FrontCounter BC and vendors are service providers of provincial hunting services.
- 1.5 Hunters are users of B.C. hunting programs and services.

### 2 Resident Hunting Licence Eligibility Criteria

- 2.1 Persons 18 years of age and older are eligible to apply for resident hunting licences for themselves or on behalf of a child or ward.
- 2.2 Persons 10 years of age and older are eligible to hold a resident hunting licence if the person meets all of the prescribed qualifications set out in the *Wildlife Act* and Hunting Licensing Regulation.
- 2.3 To be issued a resident hunting licence, the applicant must be registered in the Wildlife Information and Licensing Data (WILD) system and have an active
  - (a) Fish and Wildlife ID,



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(b) B.C. resident credential, and

(c) hunting credential.

### 3 Unrestricted Non-Resident and Non-Resident Alien Hunting Licence Eligibility Criteria

- 3.1 Persons 18 years of age and older are eligible to apply for non-resident hunting licences for themselves or on behalf of a child or ward.
- 3.2 Persons 10 years of age and older are eligible to hold a non-resident and non-resident alien hunting licence if the person meets all of the prescribed qualifications set out in the *Wildlife Act* and Hunting Licensing Regulation.
- 3.3 To be issued an unrestricted non-resident or non-resident alien hunting licence, the applicant must be registered in the WILD system and have an active:
  - (a) Fish and Wildlife ID,
  - (b) hunting credential, and
  - (c) non-resident or non-resident alien credential.

### 4 Restricted Non-Resident and Non-Resident Alien Hunting Licence Eligibility Criteria

- 4.1 Persons 18 years of age and older are eligible to apply for non-resident hunting licences for themselves or on behalf of a child or ward.
- 4.2 Persons 10 years of age and older are eligible to hold a non-resident or non-resident alien hunting licence if the person meets all of the prescribed qualifications set out in the *Wildlife Act* and Hunting Licensing Regulation.
- 4.3 Hunters who hold a restricted non-resident hunting licence must be accompanied by a licensed guide outfitter, assistant guide outfitter employed by a guide outfitter, or a holder of a permit to accompany while hunting.
- 4.4 To be issued a restricted non-resident or non-resident alien hunting licence, the applicant must be registered in the WILD system and have an active:
  - (a) Fish and Wildlife ID, and
  - (b) non-resident credential or non-resident alien credential.

### 5 Species Licence Eligibility Criteria

- 5.1 Persons 10 years of age and older are eligible to apply for and hold a species licence if the person meets all of the prescribed qualifications set out in the *Wildlife Act* and Hunting Licensing Regulation.
- 5.2 To be issued a species licence, the applicant must be registered in the WILD system and have an active



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- (a) Fish and Wildlife ID,
  - (b) a residency credential, and
  - (c) a hunting credential.
- 5.3 Non-residents and non-resident aliens hunting accompanied by a holder of a permit to accompany or a licensed guide outfitter are exempt from the requirement to have a hunting credential.

