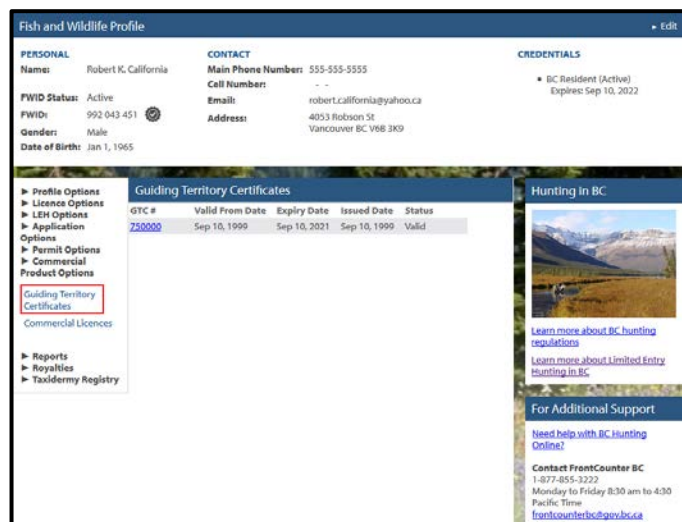


# Guiding Territory Certificate – Renewal

<b>Required when:</b>	Renewing an existing Guiding Territory Certificate (GTC). A GTC may be renewed if more than 3/5 of the period of the GTC has elapsed.
<b>Who is eligible to submit?</b>	The agent or contact person of the guiding territory certificate.



## Before you start

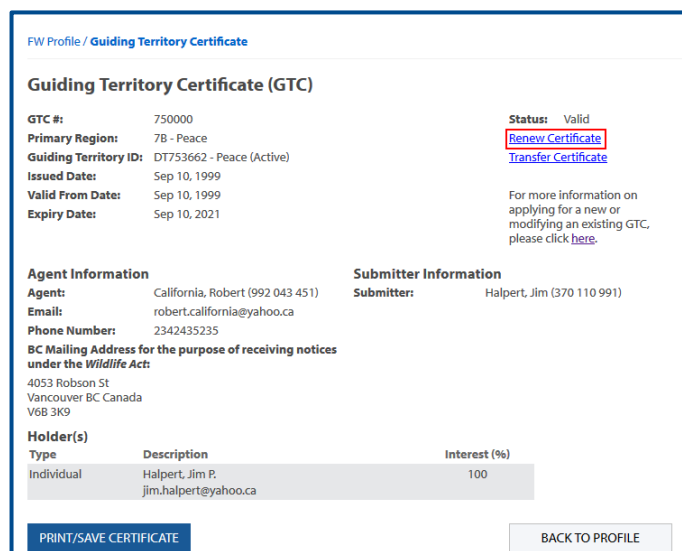
Before you submit a renewal application, make sure you have:

- An active Fish and Wildlife ID with verified user status.
- A valid guiding territory certificate.

Log in to your Fish and Wildlife profile from the B.C. Hunting homepage at [www.gov.bc.ca/hunting](http://www.gov.bc.ca/hunting).

Next, click on **Guiding Territory Certificates** under the **Commercial Product Options** on the left-hand side of your profile home page.

- Click the **GTC #** link to navigate to the certificate.



## Guiding Territory Certificate

- Click the **Renew Certificate** link to start a new renewal application.

### NOTES:

*The **Renew Certificate** link will only be available if there are no in-progress applications against the guiding territory certificate.*

*The link will **not** be available if less than 3/5ths of the period on the certificate has elapsed.*

# Guiding Territory Certificate – Renewal

FW Profile / Application Options / Application for Guiding Territory Certificate / Step 1

### Application for Guiding Territory Certificate

To apply for a Guiding Territory Certificate, you must meet the [eligibility rules](#). The accurate completion of a guiding territory certificate application is the responsibility of the submitter. Please review and make sure all the information you enter is complete and accurate before submitting. Applications will be deleted after 9 months if they have not been submitted. After starting an application, it will be saved to your profile under Application Options > Applications, if you choose to continue later.

#### Application Information

**Application Type:** Renewal  
**Primary Region:** 7B - Peace

#### Submitter

**\* Submitter:**

FWID	Last Name	First Name	Middle Name
992 043 451	California	Robert	K.

**\* Are you continuing to be the agent for the guiding territory certificate after the renewal?**  Yes  No

#### Agent

**\* Agent:**

FWID	Last Name	First Name	Middle Name
992 043 451	California	Robert	K.

**\* Email:** robert.california@yahoo.ca

**\* Phone Number:** (234 ) 243 - 5235

**\* BC Mailing Address for the purpose of receiving notices under the Wildlife Act:**

4053 Robson St  
 Vancouver BC Canada  
 V6B 3K9

CANCEL NEXT

## Application Information

- Confirm whether you are continuing to be the agent for the guiding territory certificate.
- Update the agent information, if necessary.
- Click the **Next** button.

FW Profile / Application Options / Application for Guiding Territory Certificate / Step 1 / Step 2

#### Holder(s)

Type	Description	Interest (%)
<a href="#">View</a> Individual	Halpert, Jim P. jim.halpert@yahoo.ca	100.00

#### Renewal Request Information

Provide a description of your renewal request. Include all related details such as the requested term length, regional Ministry staff involved (where applicable) and any other relevant information that will support your application.

**\* Renewal Request**

Jim Halpert would like his certificate renewed for another 10 years.

BACK CANCEL NEXT

## Renewal Information

- Provide a description of the renewal.
- Click the **Next** button.

FW Profile / Application Options / Application for Guiding Territory Certificate / Step 1 / Step 2 / Step 3 / Step 4

Please upload all [relevant documents](#) that will support your Guiding Territory Certificate application. If you do not need to upload documents, click NEXT to continue with your application.

#### Documents

* Description	File Name
Proof of Land Ownership	Proof of Land Ownership.pdf

UPLOAD DOCUMENT

BACK CANCEL NEXT

## Documents

- Upload any documents relevant to your application, if applicable.
- Documents are not required but may be added to support your application.
- Click the **Next** button.

# Guiding Territory Certificate – Renewal

FW Profile / Application Options / Application for Guiding Territory Certificate / Step 1 / Step 2 / Step 3 / Step 4 / **Step 5**

### Application Summary

**Application Information** ▶ Edit

Application Type: Renewal  
 Primary Region: 78 - Peace

\* **Submitter:**

FWID	Last Name	First Name	Middle Name
992 043 451	California	Robert	K.

\* Are you continuing to be the agent for the guiding territory certificate after the renewal?  Yes  No

\* **Agent:**

FWID	Last Name	First Name	Middle Name
992 043 451	California	Robert	K.

\* **Email:** robert.california@yahoo.ca  
 \* **Phone Number:** (234) 243-5235  
 \* **BC Mailing Address for the purpose of receiving notices under the Wildlife Act:**  
 4053 Robson St  
 Vancouver BC Canada  
 V6B 3K9

**Holder(s) & Renewal Request Description** ▶ Edit

Type	Description	Interest (%)
Individual	Halpert, Jim P. jim.halpert@yahoo.ca	100.00

\* **Renewal Request Description**  
 Jim Halpert would like his certificate renewed for another 10 years.

**Documents** ▶ Edit

Description	File Name
Proof of Land Ownership	Proof of Land Ownership.pdf

**Attestation**

I, the submitter of the guiding territory certificate application, declare that the information herein is true and correct to the best of my knowledge.

BACK
CANCEL
SAVE AND CONTINUE LATER
SUBMIT

## Application Summary

- Review all of your renewal application details.
- Click **Edit** to modify details on your application.
- If all of the information is correct, check the attestation checkbox.
- Click the **Submit** button.

***NOTE:** You may save your application and return to update it and then submit at a later date if needed.*

- To review unsubmitted applications, from your Fish and Wildlife homepage select **Applications** under **Application Options**.
- Next, select the application ID link to open your saved application.

**Need help or have questions?**

Visit [www.gov.bc.ca/hunting](http://www.gov.bc.ca/hunting)

OR

Contact the FrontCounter BC Contact Centre  
 at 1-877-855-3222