

Sell Hunting Licences to a Non-Resident or Non-Resident Alien Hunter – Vendor

ATTENTION: BC HUNTING LICENCE VENDORS

Note: All non-resident/alien hunters wishing to hunt big game must be accompanied by a guide outfitter, assistant guide outfitter or a BC Resident who holds a Permit to Accompany. If the vendor is selling a non-resident licence to a guide outfitter or the holder of a Permit to Accompany refer to the job aid: Guide Outfitter or Permit to Accompany (PTA) Sell Non-Resident or Non-Resident Alien Hunting Licence on Behalf of a Hunter – Vendor

Note: [Glossary of related terms](#) are located at the bottom of the document.

Hunter's Product Inventory

Fish and Wildlife ID: 339 246 976 (Verified)
 Fish and Wildlife Status: Active

Hunter Information	Address(es)	Credentials
Name: Scott Member	Type	Residency: Non-Resident (Active)
Date of Birth: Aug 12, 2000 (20)	Mailing 555 Main Street Victoria BC V9A 0A8	Hunting (Active)
Gender: Male	Street 555 Main Street Victoria BC V9A 0A8	
Main Phone #: (000) 000-0000		
Cell Phone #: () -		
Email: Example@gmail.com		

[BUY HUNTING PRODUCT\(S\)](#)

[UPDATE](#)

[LEH Applications](#) | [Hunting Licences](#) | [LEH Authorizations](#)

Hunting Licences

Below is a list of the Hunter's Current Licences for the current / upcoming Licence Year.

Licence Number	Licence Type	Licence Year	Purchased By	Purchased For	Status	Purchased Date
Save						

Getting started

Ask the hunter to provide:

- Photo ID
- Fish and Wildlife ID number

Search for hunter's profile

- Review the contact information and click the **UPDATE** button to make changes.
- To begin a licence purchase, click on the **BUY HUNTING PRODUCTS** button.

Note: The system will not allow licence purchases if the hunter does not have an active FWID and active credentials. Advise the hunter to call the FrontCounter BC Contact Center at 1-877-855-3222 if updates to the FWID or credentials are required.

Steps:

- Buying for Self – Non-Resident Licence go to [step 1](#)
- Parent or legal guardian buying on Behalf of a Youth - Non-Resident go to [step 2](#)
- Buying for self - Non-Resident Species Licenses go to [step 3](#)
- Buying on behalf of a Youth - Non-Resident Species Licences go to [step 4](#)
- Special Area Licences go to [step 5](#)

Sell Hunting Licences to a Non-Resident or Non-Resident Alien Hunter – Vendor

Account Details		FWID Status: Active	
Name:	Scott Member	Hunting Credential Status:	Active
Date of Birth:	Aug 12, 2000	Mailing Address:	555 Main Street
Gender:	Male	Address:	Victoria BC V9A 0A8
Phone Number:	000-000-0000		
Email:	Example@gmail.com		

Click the yellow buttons below to purchase Hunting Products. When you are finished, click the 'Continue' button.

LEH Applications & Shared / Group Hunts

Licences

Fee: \$0.00
 GST: \$0.00
 Total CAD: \$0.00
 Vendor Reference Number: 44444
[CHANGE LOCATION](#)
[CANCEL](#)

Step 1 – Buying for Self

- Click on the **BUY HUNTING LICENCES** button
- A pop-up box will appear
- Select the **Licence Year** (if applicable)
- Select **Purchase Type** (Buying for Self)
- To Buy on Behalf of a Youth, go to [Step 2](#)
- Choose the **Licence Type** the hunter wants to purchase
- Information about the licence will appear in the pop-up box
- Answer all Survey Questions
- Select if the hunter hunts with a bow.
- Click the **Add to Shopping Cart**
- If hunter is buying a species licence, go to [Step 3](#)

Buy Hunting Licence

* Licence Year:

* Purchase Type:

* Licence Type:

There is no paper version of this licence. Hunter must carry photo ID and be able to produce their FWID number while hunting. Hunters under 16 years of age are not required to carry photo ID.

Non-residents must hold a non-resident hunting licence before buying a species licence or hunting in B.C. To obtain a non-resident hunting licence with no restrictions, you must have a Hunting credential.

Survey Question Answer

*Do you (the hunter) hunt with a bow?

Licence Fee: \$75.00

[Cancel](#) [Add to Shopping Cart](#)

***Note:** Only licences that hunters are eligible to buy will appear in the dropdown list. If the hunter has questions about licences available, advise them to call the FrontCounter BC Contact Center at 1-877-855-3222.*

Sell Hunting Licences to a Non-Resident or Non-Resident Alien Hunter – Vendor

Buy Hunting Licence

* Licence Year:

* Purchase Type:

* Youth's FWID:

* Youth's Last Name:

* Youth's First Initial:

Step 2 – Parent/Guardian Buying on Behalf of a Non-Resident Youth

Note: see Appendix A for licences available to youth and purchase requirements.

* Licence Year:

* Purchase Type:

Youth
P. Member

*Relationship to Youth

* Licence Type:

- Select **Purchase Type** from the parent/guardian's profile (Buying on Behalf of a Youth)
- Fill in the youth's **FWID, Last Name, and First Initial**
- Click **SEARCH**
- If youth profile is found, Last Name and First Initial of the youth will appear
- Select Relationship to Youth (in this case Parent/Guardian)
- You can now select the **Licence Type** for the youth

Buy Hunting Licence

* Licence Year:

* Purchase Type:

Youth
P. Member

*Relationship to Youth

* Licence Type:

There is no paper version of this licence. Hunter must carry photo ID and be able to produce their FWID number while hunting. Hunters under 16 years of age are not required to carry photo ID.
Non-residents must hold a non-resident hunting licence before buying a species licence or hunting in B.C.
To obtain a non-resident hunting licence with no restrictions, you must have a Hunting credential.

None

I attest to having received a signed Written Undertaking from the parent or guardian applicant
[Written Undertaking \(Link\)](#)

Survey Question
*Do you (the hunter) hunt with a bow?

Licence Fee: \$75.00

Note: If the non-resident youth has a hunting credential and would like their own species licences they should purchase the non-resident hunting licence.

- Before buying a non-resident hunting licence on behalf of a youth or a youth licence, the parent or legal guardian must complete and **sign the written undertaking form**
- Ask Parent or legal guardian to complete the written undertaking form
- **Click the box** to confirm that you have received a signed written undertaking form
- **Retain the form** – it must be returned to Service BC
- Select if the youth hunter hunts with a bow
- Click the **Add to Shopping Cart** button
- If buying a species licence on behalf of a non-resident youth, go to [step 4](#)
- If no other licences are being purchased go to [step 6](#)

Note: If you are buying only non-resident species licences on behalf of a youth, you are not required to complete a written undertaking.

Note: Youth licence can only be purchased by a parent or guardian and does not allow for purchase of species licences for the youth hunter.

Sell Hunting Licences to a Non-Resident or Non-Resident Alien Hunter – Vendor

Note: Vendor must have non-resident species licence stubs in order to sell non-resident species licences.

Buy Hunting Licence

* Licence Year: ▼

* Purchase Type: ▼

* Licence Type: ▼

Hunters are now required to carry all of their cancelled or uncancelled species licences for the same licence year while hunting. These species licences must be produced upon request of an officer. They must also carry photo ID and be able to produce their FWID number.

* Guide Outfitter Licence Number: SEARCH VALID

The provincial bag limit for the selected species is 3. The hunter is eligible to purchase 2 more of the selected species.

* Species Licence #: SEARCH

Species Licence Number
4853655621 x

Licence Fee: \$125.00

Cancel
Add to Shopping Cart

Step 3 – Non-Resident Species Licences (Buying for self)

- Select the species licence from the dropdown list
- Ask the hunter for the Guide Outfitter Licence Number and click **SEARCH**

Note: The hunter must provide a guide outfitter licence number of the guide they are hunting with. Do not retain this number, it must be provided by each hunter.

- If the Guide Outfitter Licence Number is found, VALID will populate beside the search field

Note: If the non-resident is listed on a Permit to Accompany (PTA) for the species selected, the system will not require a Guide Outfitter Licence Number to be entered.

- Retrieve a physical species licence
- Enter or scan the licence number in the Species Licence # field and click **SEARCH**
- If the licence is found, the number will populate under the search field
- Another licence of the same type, can be entered at this point, if the person is buying more than one (and the bag limit has not been reached).
- Click the **Add to Shopping Cart** button
- If no other licences are being purchased go to [step 6](#)

Sell Hunting Licences to a Non-Resident or Non-Resident Alien Hunter – Vendor

Note: Youth profile not found? Licences cannot be sold if the youth does not have a profile

Buy Hunting Licence

* Licence Year:

* Purchase Type:

Youth P. Member

* Licence Type:

Hunters are now required to carry all of their cancelled or uncancelled species licences for the same licence year while hunting. These species licences must be produced upon request of an officer. They must also carry photo ID and be able to produce their FWID number.

* Guide Outfitter Licence Number: VALID

The provincial bag limit for the selected species is 3. The hunter is eligible to purchase 2 more of the selected species.

* Species Licence #:

Species Licence Number
4853655605

Licence Fee: \$125.00

Step 4 – Non-Resident Species Licences (Buying on behalf of Youth)

Note: a youth may purchase their own species licence provided they have a valid non-resident hunting licence that has been purchased by a parent/guardian or licenced guide outfitter.

- Select Relationship to Youth from the dropdown list
- Select the species licence type from the dropdown list
- Ask the hunter or parent/guardian for the Guide Outfitter Licence Number and click **SEARCH**

Note: The hunter must provide a guide outfitter licence number of the guide they are hunting with. Do not retain this number, it must be provided by each hunter.

- If the Guide Outfitter Licence Number is found, VALID will populate beside the search field

Note: If the non-resident is listed on a Permit to Accompany (PTA) for the species selected, the system will not require a Guide Outfitter Licence Number to be entered.

- Retrieve a physical species licence
- Enter or scan the licence number in the Species Licence # field and click **SEARCH**
- If the licence is found, the number will populate under the search field
- Another licence of the same type, can be entered at this point, if the person is buying more than one (and the bag limit has not been reached).
- Click the **Add to Shopping Cart** button
- If no other licences are being purchased go to [step 6](#)

Note: Youth hunting under a youth licence cannot have their own species licence(s).

Sell Hunting Licences to a Non-Resident or Non-Resident Alien Hunter – Vendor

Buy Hunting Licence

* Licence Year:

* Purchase Type:

* Licence Type:

Hunters are not required to carry a paper version of this licence while hunting, but they must carry photo ID and be able to produce their FWID number.

Persons hunting in the in the Fraser Valley must possess both a hunting licence and a Fraser Valley Special Area Licence. This "special area" is comprised of MU 2-4 and those areas within MU 2-8 that are within the corporate limits of The Corporation of The District of Maple Ridge, The Corporation of The District of Pitt Meadows, The District of Mission, and The Corporation of the City of Coquitlam.

Before purchasing this licence, hunters must confirm that they are covered in the Province of B.C. by a minimum of \$1,000,000 Public Liability and Property Damage insurance.

I attest that I am the holder of public liability and property damage insurance in the amount of \$1,000,000 or more, sold by a licenced insurer in the Province of British Columbia, which covers me while hunting in the Province of British Columbia.

* Insurance Agency Name:

* Insurance Policy Number:

Survey Question Answer

*Did you (the hunter) hunt snow geese last year?

*Did you (the hunter) hunt brant last year?

Licence Fee: \$10.00

Step 5 – Special Area Licences

- Select the **Licence Year** (if applicable)
- Select **Purchase Type** (Buying for Self)
- Choose the **Licence Type** the hunter wants to purchase
- Information about the licence will appear in the pop-up box
- Fill in **Insurance Agency Name and Policy Number**
- Click the confirmation box
- Answer all Survey Questions
- Click the **Add to Shopping Cart** button.
- If no other licences are being purchased go to [step 6](#)

Note: Youth are exempt from having to obtain this licence. Anyone hunting under a guide outfitter is not required to have insurance.

Shopping Cart - Items appearing in the shopping cart that are not completed within one hour will be removed

Account Details

Name: Scott Member	FWID Status: Active
Date of Birth: Aug 12, 2000	Hunting Credential Status: Active
Gender: Male	Mailing: 555 Main Street
Phone Number: 000-000-0000	Address: Victoria BC V9A 0A8
Email: Example@gmail.com	

Click the yellow buttons below to purchase Hunting Products. When you are finished, click the 'Continue' button.

LEH Applications & Shared / Group Hunts

Licences

Licence Number	Licence Type	Licence Year	Purchased By	Purchased For	Purchased Date	Fee
4853673319	Non-Resident Hunting Licence - Unrestricted	2020/21	S. Member (339 246 976)	S. Member (339 246 976)	mmm dd, yyyy	\$75.00 <input type="button" value="x"/>

Fee: \$75.00
 GST: \$3.75
Total CAD: \$78.75

Step 6 – Licence Grid

- The licence(s) will appear under the licence grid in the Shopping Cart
- If you are a multi-location vendor, ensure the correct vendor number has been selected in the Vendor Reference Number before you proceed
- You can now buy additional hunting products or click **CONTINUE** to proceed to the final step

Sell Hunting Licences to a Non-Resident or Non-Resident Alien Hunter – Vendor

Review Hunting Products - Items appearing in the shopping cart that are not completed within one hour will be removed

Address

Address Type: Address
 Mailing: 555 Main Street Victoria BC V9A 0A8
 Street: 555 Main Street Victoria BC V9A 0A8

Contact Information

Individual Email: example@gmail.com Telephone #: 000-000-0000
 Contact Preference: Email Cell Phone #: - -

Confirm Licence Details

Licence Number	Licence Type	Licence Year	Purchased By	Purchased For	Purchase Date	Fee
4853673319	Non-Resident Hunting Licence - Unrestricted	2020/21	Member, S.	Member, S.		\$75.00

Shopping Cart Total: \$78.75 **PLEASE COMPLETE TRANSACTION BY SELECTING THE BUTTON BELOW**

Hunter confirms all products within the shopping cart are correct. By clicking the 'COMPLETE TRANSACTION' button, you (as an authorized agent of the government completing this application for the purchase), confirm the purchaser has agreed to the following:
 I understand I must abide by the BC Provincial Health Officer guidance related to COVID-19 while hunting.

CANCEL **MAKE CHANGES TO SHOPPING CART** **COMPLETE TRANSACTION**

Step 7 – Complete the transaction

- Confirm the licence purchases with the hunter
- Click the confirmation box
- Click **COMPLETE TRANSACTION**

Note: If you do not click COMPLETE TRANSACTION the transaction will not complete and licence(s) will not appear on hunter's profile

Hunting Product(s) Confirmation

The transaction for the following Hunting Product(s) has been successfully processed.

Licence Details

Licence Number	Licence Type	Licence Year	Purchased By	Purchased For	Purchased Date	Fee
4853673319	Non-Resident Hunting Licence - Unrestricted	2020/21	Member, S.	Member, S.	Sep 16, 2020	\$75.00

PRINT RECEIPT **RETURN TO HUNTER PROFILE**

Vendor MUST provide a copy of this receipt to the customer.


* Your fees include a \$22.00 conservation surcharge which goes to the Habitat Conservation Trust Foundation (HCTF). HCTF uses this money to fund wildlife and habitat conservation projects in BC. To find out more about the projects supported by your licence purchase OR to sign up for HCTF's quarterly e-newsletter visit www.hctf.ca. For more details about the conservation surcharge, go to <http://www.gov.bc.ca/nr/conservation/conservation/conservation/hunting/bc-resident-hunting/non-resident-licences>

Total CAD: \$78.75
Vendor Ref #: 44444

Step 8 – Print receipt

- Provide the hunter with a printed receipt from the WILD system
- The receipt is proof that the hunter has purchased the licence(s)
- Ask hunter to review receipt before leaving the store.

Note: If a mistake was made in the purchase, the transaction must be VOIDED. The vendor may select and void the licence if it is still blue. If the blue VOID is not available and you need to void a licence and no money was received for that licence, you will need to submit a Vendor Licence and LEH Void Form.

 Ministry of Forests, Lands, Natural Resource Operations and Rural Development
Ministry of Forests, Lands, Natural Resource Operations and Rural Development
Fish and Wildlife Branch

Customer Information

Name: Member, Scott
FWID: 339 246 976
Shipping / Mailing Address: 555 Main Street Victoria BC V9A 0A8

Payment Information

Receipt Date: Sep 16, 2020
Card Type:
Approval Code:
Response Message:
Receipt Number: R5756451
Transaction ID:
Order Number:

Transaction Type: Purchase
Response Code:
GST Registration #: R107864738
Total Fees: \$75.00
GST: \$3.75
Total CAD: \$78.75
Purchased From: Vendor: Ministry of Forests (Testing & Verification Account) [22222]

Licences

Licence Number	Licence Type	Purchased By	Purchased For	Licence Year	Licence Fee
4853673319	Non-Resident Hunting Licence - Unrestricted	Member, S.	Member, S.	2020/21	\$75.00

Purchased your species licences online?
 They will be mailed to the address indicated in your Customer Information and are subject to Canada Post standard delivery times.

Receipt Total

NOTE: Your fees include a \$22.00 conservation surcharge which goes to the Habitat Conservation Trust Foundation (HCTF). HCTF uses this money to fund wildlife and habitat conservation projects in BC. To find out more about the projects supported by your purchase or to sign up for the HCTF's quarterly e-newsletter visit www.hctf.ca. For more details about the conservation surcharge, visit <http://www.gov.bc.ca/hunting>.

IMPORTANT INFORMATION:
 If the holder of a hunting licence has fines under the *Wildlife Act* or *Firearm Act*, and fails to pay those fines within the time required by law, any licence, permit or Limited Entry Hunting authorization that was issued to the holder will be cancelled (*Wildlife Act* s. 85).
 In addition, the holder of the cancelled hunting licence will remain ineligible to obtain a hunting licence for the remainder of the licence year (*Wildlife Act's* Hunting Licensing Regulation s.15), or until such time as the fine(s) is paid in full, whichever is later.
 All persons hunting in BC are required to comply with hunting regulations under the *Wildlife Act* as outlined in the Hunting and Trapping Regulations Synopsis. For more information: www.gov.bc.ca/hunting.

Fees: \$75.00
Shipping: \$0.00
GST: \$3.75
Subtotal: \$78.75

Fees: \$75.00
Shipping: \$0.00
GST: \$3.75
Total: \$78.75

Step 9 – Print Expiry Year, Name and FWID on Species Licence

- Write the year of Expiry, for the hunting licence year that was selected during the purchase process (licence year also shown on the E-Licensing printed receipt e.g. Step 8).
- Print clearly the FWID and First Name and Last Name of the hunter

Sell Hunting Licences to a Non-Resident or Non-Resident Alien Hunter – Vendor

Appendix A: Buy on behalf of a non-resident youth

What licences can I buy for a non-resident youth (<i>under 18 years of age</i>)?	
Licence Type	Who Can Purchase
Non-resident Youth Licence	Parent or legal guardian only
Non-resident or non-resident alien hunting licence (restricted or unrestricted)	Parent or legal guardian Licenced Guide Outfitter
Species licence NOTE: species licences can not be purchased if the youth has a youth licence . The youth must have a non-resident or non-resident alien hunting licence to be eligible for species licences	Parent or legal guardian Licenced Guide Outfitter Permit to Accompany holder with species licence selected and youth named on their approved permit

Glossary of Terms

Big Game – as defined in the *Wildlife Act* (RSBC 1996 c.488), means

- (a) any member of the family Cervidae,
- (b) mountain sheep, mountain goat, bison or pronghorn antelope,
- (c) bear, cougar or wolf, or
- (d) a mammal prescribed as big game.

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

Guide Outfitter – means a person licensed as a guide outfitter under the *Wildlife Act* (RSBC 1996 c.488).

Non-resident: as defined in the *Wildlife Act* (RSBC 1996 c.488), 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* (RSBC 1996 c.488), means a person who is neither a B.C. resident nor a non-resident.

Permit to Accompany – permit issued under section 70(1)(a) of the *Wildlife Act* that authorizes a resident hunter to accompany up to two non-resident or non-resident alien hunters while hunting big game in B.C.

Restricted Hunting Licence - is a licence issued to a non-resident/alien who has not successfully completed training, approved by the director, about conservation, outdoor recreation and safety. If they hold a restricted non-

Sell Hunting Licences to a Non-Resident or Non-Resident Alien Hunter – Vendor

resident/alien licence, they must be accompanied by a guide outfitter, assistant guide outfitter or permit to accompany holder while hunting small game as well as big game.

Small Game - includes fox, raccoon, coyote, skunk, snowshoe hare and game birds.

Unrestricted Hunting Licence - is a licence issued to a non-resident/alien who has successfully completed training, approved by the director, about conservation, outdoor recreation and safety. Non-resident/alien hunters wishing to hunt small game may do so unaccompanied if they hold an unrestricted non-resident/alien licence.

Upland Game Birds: includes the gallinaceous birds, such as wild turkey, grouse, partridge, ptarmigan, pheasant, and quail. Non-residents/aliens are required to obtain an upland game bird licence.

Youth – persons 10 years of age or older, and under 18.

Youth licence – a hunting licence issued to a parent or legal guardian on behalf of a child or ward in accordance with section 17.1 (2) of the Wildlife Act.

Need help or have questions?

Visit www.gov.bc.ca/hunting

OR

Contact your [Service BC](#) managing office