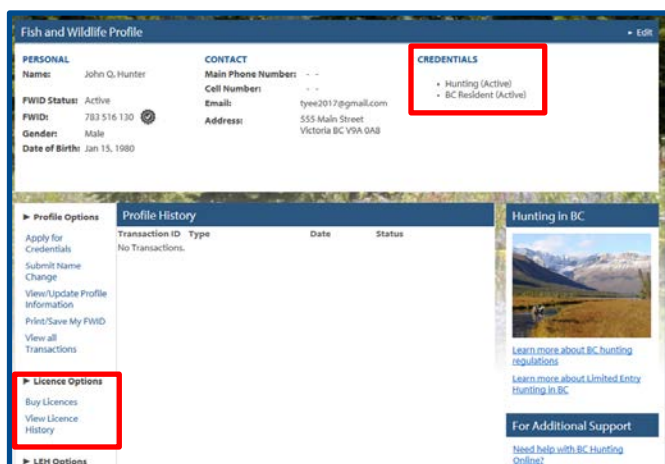


Buy a Licence on Behalf of a Youth

| | |
|--|---|
| <p>What licences can I buy for a youth?</p> | <p>Except where indicated, a licensed guide outfitter or a parent or legal guardian can buy the following licences for a child or ward:</p> <ol style="list-style-type: none"> Youth licence (Parent or legal guardian only) Resident hunting licence Non-resident or non-resident alien hunting licence (restricted or unrestricted) Species licence (can also be purchased by a permit to accompany holder where the youth is named on the approved permit) |
| <p>Who can buy on behalf of a youth?</p> | <p>Parents or guardians who are 18 or older can purchase on behalf of any youth.</p> <p>Licensed Guide Outfitters who hold a valid guide outfitter licence can purchase hunting and species licences on behalf of any youth who is a client.</p> <p>Permit to Accompany holders can purchase species licences (but not hunting) on behalf of a youth named on their approved permit.</p> |



Before you start

Before you buy on behalf of a youth, make sure **both you and the youth** have the following:

- An active Fish and Wildlife ID with verified user status

If you are buying a hunting licence for the youth, they must also have an active:

- Residency credential

If you are buying a resident hunting licence or an unrestricted non-resident or unrestricted non-resident alien hunting licence for the youth, they will need an active:

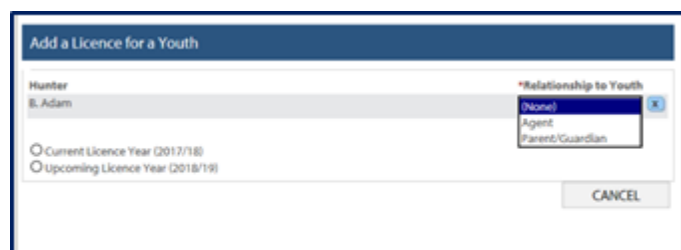
- Hunting credential

You will also need a credit card for payment

- Sign in to your Fish and Wildlife profile
- Click on **Buy Licences** under **Licence Options**
- On the next screen, click on **Buy a Licence on Behalf of a Youth**

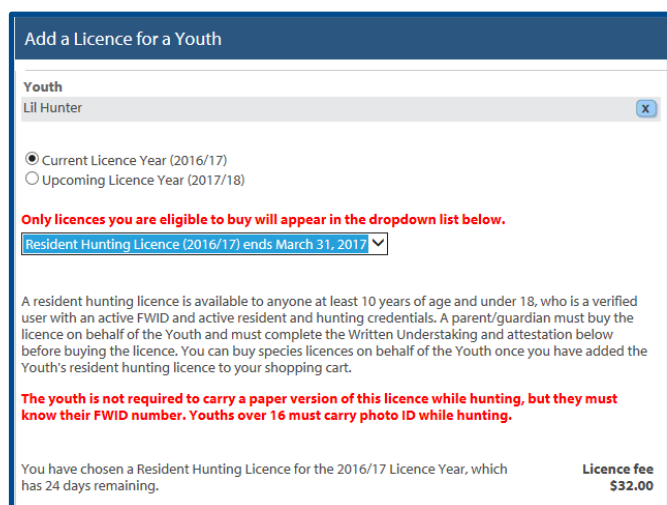
NOTE: If you do not see a “Buy” button, please check your profile and eligibility to buy licences

Buy a Licence on Behalf of a Youth



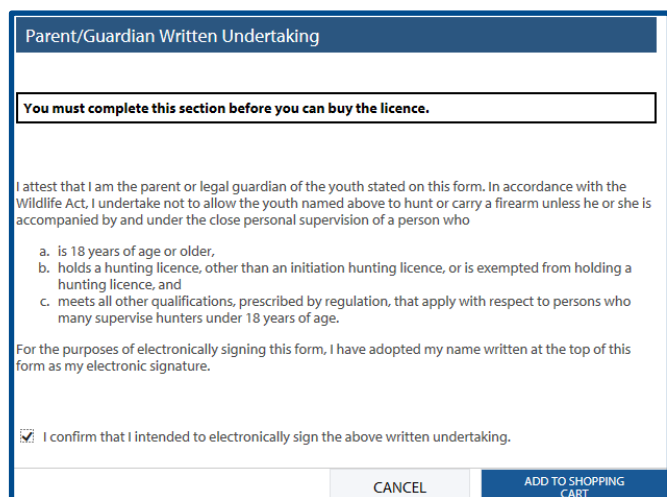
Search for youth's profile

- A pop-up box will appear
- Enter the youth's FWID number, last name and first initial
- Click **Search**
- If the profile is found, the youth's name will appear
- Select your relationship to the youth from the dropdown box



Choose a licence

- Select the licence year (if applicable)
- Choose the type of licence you wish to purchase from the dropdown menu
- Information about the licence and the licence fee will appear



Complete the written undertaking and hunting licence application

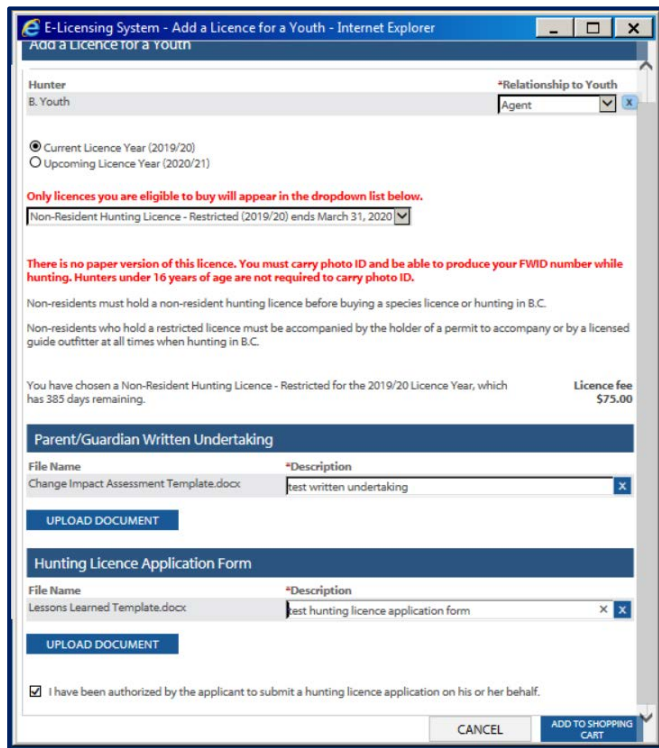
Before buying a youth licence or a hunting licence on behalf of a youth, a written undertaking must be provided. If you are a licensed guide outfitter buying a hunting licence on behalf of a youth, a hunting licence application signed by the parent or guardian will also be required.

NOTE: *If you are buying only species licences on behalf of a youth, you are not required to complete a written undertaking or provide a hunting licence application.*

If you are the parent/guardian of the youth:

- Click the **Sign Written Undertaking** button
- Click the box to confirm that you intended to provide an electronic signature

Buy a Licence on Behalf of a Youth



E-Licensing System - Add a Licence for a Youth - Internet Explorer

Add a Licence for a Youth

Hunter: B. Youth *Relationship to Youth: Agent

Current Licence Year (2019/20)
 Upcoming Licence Year (2020/21)

Only licences you are eligible to buy will appear in the dropdown list below.

Non-Resident Hunting Licence - Restricted (2019/20) ends March 31, 2020

There is no paper version of this licence. You must carry photo ID and be able to produce your 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.

Non-residents who hold a restricted licence must be accompanied by the holder of a permit to accompany or by a licensed guide outfitter at all times when hunting in B.C.

You have chosen a Non-Resident Hunting Licence - Restricted for the 2019/20 Licence Year, which has 385 days remaining. Licence fee: \$75.00

Parent/Guardian Written Undertaking

| File Name | *Description |
|--|--------------------------|
| Change Impact Assessment Template.docx | Test written undertaking |

UPLOAD DOCUMENT

Hunting Licence Application Form

| File Name | *Description |
|-------------------------------|---------------------------------------|
| Lessons Learned Template.docx | Test hunting licence application form |

UPLOAD DOCUMENT

I have been authorized by the applicant to submit a hunting licence application on his or her behalf.

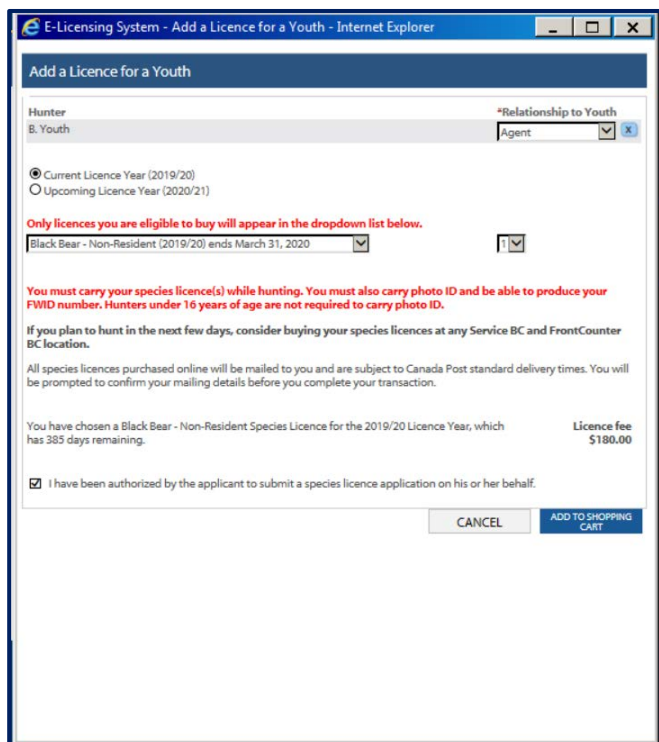
CANCEL ADD TO SHOPPING CART

If you are a licensed Guide Outfitter:

- Upload the signed Written Undertaking document
- Upload the signed Hunting Licence Application form
- Click the box to attest that you have been given permission to buy on behalf of the youth

Then:

- Click the **Add to Shopping Cart** button
- You can then choose to buy another licence or click the **Proceed to Checkout** button



E-Licensing System - Add a Licence for a Youth - Internet Explorer

Add a Licence for a Youth

Hunter: B. Youth *Relationship to Youth: Agent

Current Licence Year (2019/20)
 Upcoming Licence Year (2020/21)

Only licences you are eligible to buy will appear in the dropdown list below.

Black Bear - Non-Resident (2019/20) ends March 31, 2020

You must carry your species licence(s) while hunting. You must also carry photo ID and be able to produce your FWID number. Hunters under 16 years of age are not required to carry photo ID.

If you plan to hunt in the next few days, consider buying your species licences at any Service BC and FrontCounter BC location.

All species licences purchased online will be mailed to you and are subject to Canada Post standard delivery times. You will be prompted to confirm your mailing details before you complete your transaction.

You have chosen a Black Bear - Non-Resident Species Licence for the 2019/20 Licence Year, which has 385 days remaining. Licence fee: \$180.00

I have been authorized by the applicant to submit a species licence application on his or her behalf.

CANCEL ADD TO SHOPPING CART

Buying a species licences for a youth

NOTE: You can't buy a species licence for a youth if they do not have a hunting licence. Make sure you add their resident, non-resident or non-resident alien hunting licence to the shopping cart before you try to buy the youth a species licence. Licensed guide outfitters and permit to accompany holders can purchase species licences on behalf of a youth as an Agent. When the purchaser is the permit to accompany holder, the youth must be named on the approved permit.

- Select **Buy a Licence on Behalf of a Youth**
- If you had just purchased a licence on behalf of a youth, the most recent youth profile will be listed
- Select your relationship to the youth from the dropdown box
- Choose the species licence you want to buy from the dropdown list
- Select the quantity of licences you wish to buy (applies only to species with a bag limit over 1)
- Click the **Add to Shopping Cart** button.
- You can then choose to buy another licence or click the **Proceed to Checkout** button

Buy a Licence on Behalf of a Youth

NOTE: Species licences bought on behalf of a youth will be mailed to the purchaser's address. If the youth resides at a different address, you can select a one-time shipping address. Only one shipping address can be used in a single transaction.

NOTE: Species licences bought online will be mailed to you, and may take between 4 and 15 business days to arrive. There is no option to pick up your licence at an in-person location. If you need your licence(s) right away, consider buying them in-person at Service BC, FrontCounter BC or a participating vendor location(resident species licences only) .

Submit Hunting Products / Shopping Cart

Shopping Cart

LICENCES

| Licence Type | Purchased For | Purchased By | Licence Year | Fee |
|--------------------------------|---------------|--------------|--------------|---------|
| Resident Hunting Licence | L. Hunter | J. Hunter | 2016/17 | \$32.00 |
| Remove Licence | | | | |
| Deer - Mule | L. Hunter | J. Hunter | 2016/17 | \$15.00 |
| Remove Licence | | | | |
| Deer - Mule | L. Hunter | J. Hunter | 2016/17 | \$15.00 |
| Remove Licence | | | | |
| Deer - Mule | L. Hunter | J. Hunter | 2016/17 | \$15.00 |
| Remove Licence | | | | |

NOTE: Species licenses purchased online will be mailed within 3 business days and are subject to Canada Post standard delivery times. If you need your licences right away, please buy over the counter at Service BC, FrontCounter BC or a participating vendor.

| | |
|------------------|----------------|
| Fees: | \$77.00 |
| Shipping: | \$0.00 |
| GST: | \$3.85 |
| Subtotal: | \$80.85 |

SHOPPING CART TOTAL

Your fees include a \$16.00 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://www2.gov.bc.ca/gov/content/sports-culture/recreation/fishing-hunting/hunting/bc-resident-hunting/bc-resident-licences>.

| | |
|---------------|----------------|
| Fees: | \$77.00 |
| Shipping: | \$0.00 |
| GST: | \$3.85 |
| Total: | \$80.85 |

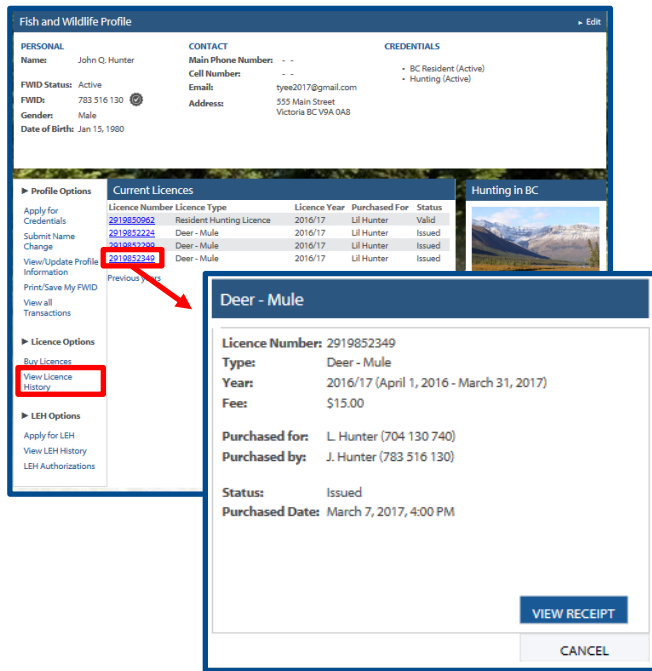
I confirm that the hunting products in the shopping cart are correct
Hunting products are non-transferable and non-refundable.

[CONTINUE SHOPPING](#) [COMPLETE CHECKOUT](#)

Pay and finish

- Review your purchases in your shopping cart
- Click the box to confirm that your purchases are correct
- Click **Complete Checkout** or **Continue Shopping**
- Complete the payment process
- **View or print** your receipt

Buy a Licence on Behalf of a Youth



The screenshot shows the 'Fish and Wildlife Profile' page. In the 'Licence Options' section, 'View Licence History' is highlighted with a red box. An arrow points from this box to a detailed view of a 'Deer - Mule' licence. The licence details are as follows:

| Licence Number | Licence Type | Licence Year | Purchased For | Status |
|----------------|--------------|--------------|---------------|--------|
| 2919852349 | Deer - Mule | 2016/17 | Lil Hunter | Issued |

Additional details for the 'Deer - Mule' licence:

- Type:** Deer - Mule
- Year:** 2016/17 (April 1, 2016 - March 31, 2017)
- Fee:** \$15.00
- Purchased for:** L. Hunter (704 130 740)
- Purchased by:** J. Hunter (783 516 130)
- Status:** Issued
- Purchased Date:** March 7, 2017, 4:00 PM

View your licence information

- Go to your Fish and Wildlife profile and click on **Licence History** under Licence Options
- Click the licence number to view the Licence Information box
- You can review details about the licence or click **View Receipt**

***NOTE:** The licence will also appear in the youth's profile, but the youth will not be able to view the receipt.*

Need help or have questions?

Visit www.gov.bc.ca/hunting

OR

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