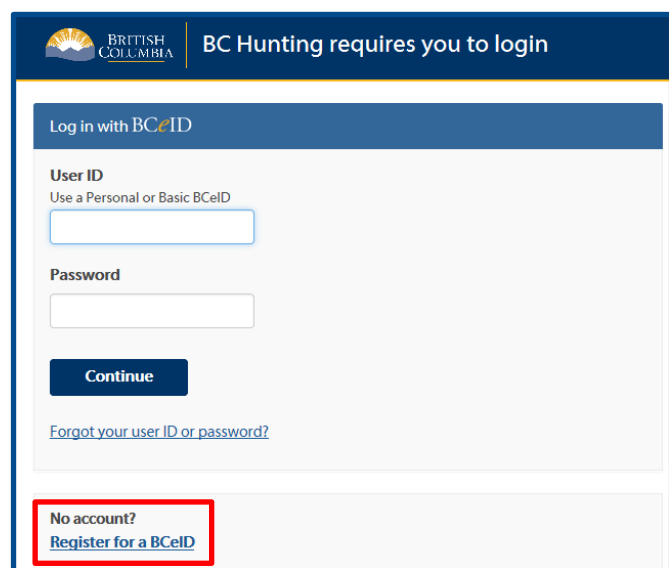


Apply for credentials – Adult

<i>If</i>	<i>You need the following</i>	<i>To apply for</i>
You want to use the BC Hunting online system	BCeID and a Fish and Wildlife profile	Any credential
You are a BC resident	Proof of BC residency	Resident credential
You are a resident of Canada outside of BC	Proof of Canadian residency	Non-resident credential
You are a non-resident alien (a non-resident of Canada)	Proof of age	Verified user status
Your proof of residency does not include your date of birth	Proof of age	Resident or non-resident credential or verified user status
You want to hunt in BC	Proof of hunter safety training	Hunting credential
You are a First Nations BC resident applying for Limited Entry Hunting	Proof of status under the <i>Indian Act of Canada</i>	Hunting credential



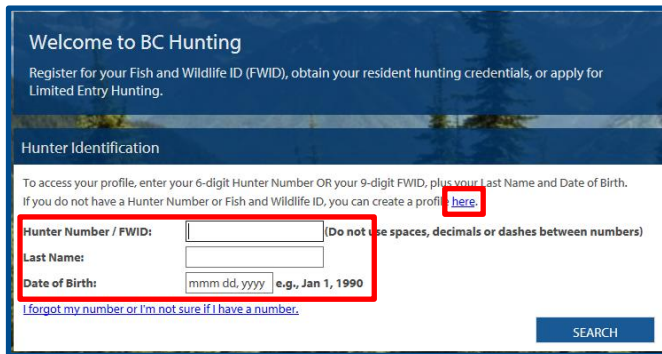
Before you start

Before creating a Fish and Wildlife profile and applying for credentials, you'll need:

- Access to a scanner or smart phone to make a copy of the required documents (for more information, see the grid at the start of this quick reference)
- 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.

Apply for credentials – Adult



Welcome to BC Hunting

Register for your Fish and Wildlife ID (FWID), obtain your resident hunting credentials, or apply for Limited Entry Hunting.

Hunter Identification

To access your profile, enter your 6-digit Hunter Number OR your 9-digit FWID, plus your Last Name and Date of Birth. If you do not have a Hunter Number or Fish and Wildlife ID, you can create a profile [here](#).

Hunter Number / FWID: (Do not use spaces, decimals or dashes between numbers)

Last Name:

Date of Birth: e.g., Jan 1, 1990

[I forgot my number or I'm not sure if I have a number.](#)

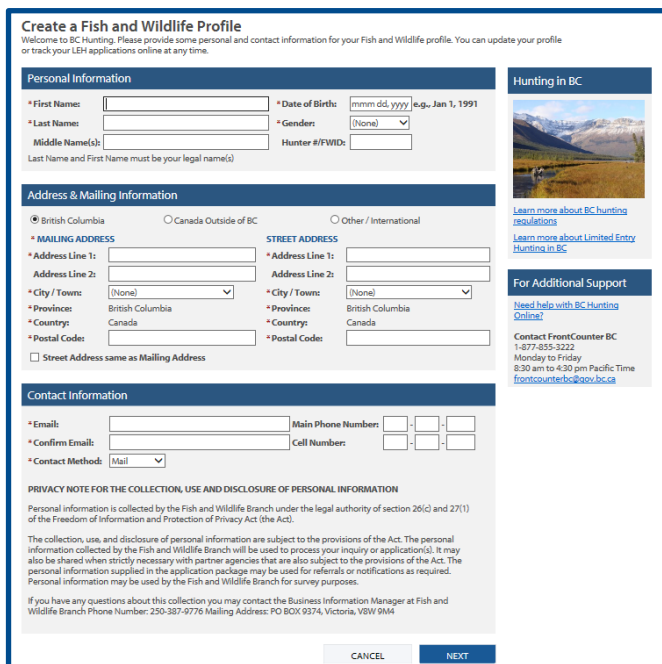
SEARCH

Step 1 – Check for an existing profile

If you have hunted in BC before, you may have an existing profile.

- To search for your profile, enter the following:
 - Your Hunter Number or FWID
 - Your last name
 - Your date of birth (mmm, dd, yyyy)
- Then click on **SEARCH**
- Review/update your profile information and click **NEXT** to continue at Step 2

***NOTE:** If no profile is found, but you have a hunter number or FWID, please call the FrontCounter BC Contact Centre before you create a new profile. See Step 1a to create a new profile.*



Create a Fish and Wildlife Profile

Welcome to BC Hunting. Please provide some personal and contact information for your Fish and Wildlife profile. You can update your profile or track your LEH applications online at any time.

Personal Information

* First Name: * Date of Birth: e.g., Jan 1, 1991

* Last Name: * Gender: (None)

Middle Name(s): Hunter #/FWID:

Last Name and First Name must be your legal name(s)

Address & Mailing Information

British Columbia Canada Outside of BC Other / International

* MAILING ADDRESS **STREET ADDRESS**

* Address Line 1: * Address Line 1:

Address Line 2: Address Line 2:

* City / Town: (None) * City / Town: (None)

* Province: British Columbia * Province: British Columbia

* Country: Canada * Country: Canada

* Postal Code: * Postal Code:

Street Address same as Mailing Address

Contact Information

* Email: Main Phone Numbers: - -

* Confirm Email: Cell Numbers: - -

* Contact Method: Mail

PRIVACY NOTE FOR THE COLLECTION, USE AND DISCLOSURE OF PERSONAL INFORMATION

Personal information is collected by the Fish and Wildlife Branch under the legal authority of section 26(c) and 27(1) of the Freedom of Information and Protection of Privacy Act (the Act).

The collection, use, and disclosure of personal information are subject to the provisions of the Act. The personal information collected by the Fish and Wildlife Branch will be used to process your inquiry or application(s). It may also be shared when strictly necessary with partner agencies that are also subject to the provisions of the Act. The personal information supplied in the application package may be used for referrals or notifications as required. Personal information may be used by the Fish and Wildlife Branch for survey purposes.

If you have any questions about this collection you may contact the Business Information Manager at Fish and Wildlife Branch Phone Number: 250-387-9776 Mailing Address: PO BOX 9374, Victoria, V8W 9M4

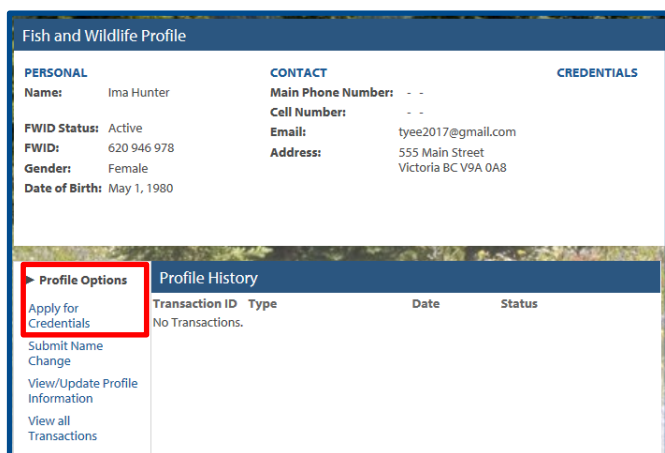
CANCEL NEXT

Step 1a – Create a new profile

If you do not have an existing Fish and Wildlife profile, you must create a new profile:

- Fill out the mandatory information fields (marked with a red asterisk)
- Click **NEXT**

Apply for credentials – Adult



Fish and Wildlife Profile

PERSONAL
Name: Ima Hunter
FWID Status: Active
FWID: 620 946 978
Gender: Female
Date of Birth: May 1, 1980

CONTACT
Main Phone Number: - - -
Cell Number: - - -
Email: tyee2017@gmail.com
Address: 555 Main Street
 Victoria BC V9A 0A8

CREDENTIALS

Profile Options
 Apply for Credentials
 Submit Name Change
 View/Update Profile Information
 View all Transactions

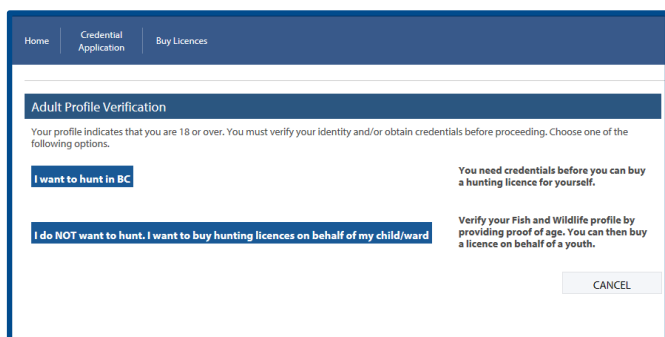
Profile History

Transaction ID	Type	Date	Status
No Transactions.			

Step 2 – Apply for credentials

You can now begin your application for credentials:

- Click on **Apply for Credentials** under the **Profile Options** menu



Home | Credential Application | Buy Licences

Adult Profile Verification

Your profile indicates that you are 18 or over. You must verify your identity and/or obtain credentials before proceeding. Choose one of the following options.

I want to hunt in BC You need credentials before you can buy a hunting licence for yourself.

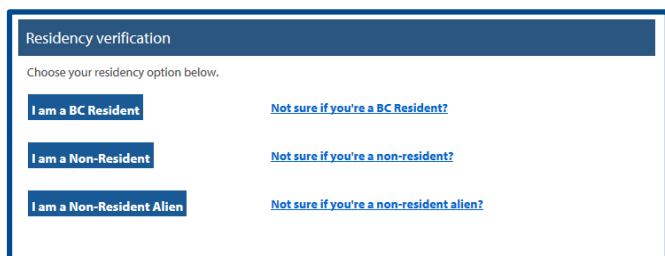
I do NOT want to hunt. I want to buy hunting licences on behalf of my child/ward Verify your Fish and Wildlife profile by providing proof of age. You can then buy a licence on behalf of a youth.

CANCEL

Step 3 – Choose an option

If your profile indicates that you are an adult, 18 years of age and over, you must now choose one of two options to obtain the credential(s) you need:

- Click **I want to hunt in BC** if you wish to apply for LEH or buy a hunting licence for yourself. Go to Step 4.
- Click **I do not want to hunt** if you only want to purchase licences on behalf of a child/ward. Go to Step 6.



Residency verification

Choose your residency option below.

I am a BC Resident [Not sure if you're a BC Resident?](#)

I am a Non-Resident [Not sure if you're a non-resident?](#)

I am a Non-Resident Alien [Not sure if you're a non-resident alien?](#)

Step 4 – Choose residency

If you selected **I want to hunt**, you must now indicate what type of residency you have

- Click the appropriate box to proceed.

NOTE: *If you are not sure which residency you need, check the descriptions at the bottom of the page.*

Apply for credentials – Adult

Proof of Non-Residency

To obtain your non-resident credential, you must provide government-issued ID from a province or territory of Canada, or from the Government of Canada, such as:

- Driver's Licence
- Photo ID issued by a province or territory of Canada
- Birth Certificate
- Health services card
- Canadian passport
- Canadian Citizenship card or permanent resident card

NOTE: Hunters under 18 years of age can use documentation from a parent or legal guardian to prove residency.

Attach Proof of Non-Residency

File Name	Description

UPLOAD DOCUMENT

BACK
CANCEL
NEXT

Step 5 – Upload proof of residency

- Upload the appropriate proof of residency document
- Click **NEXT** to continue

Home
Credential Application
Buy Licences

Verification / Residency verification / **Proof of Age**

Proof of Age

Click NEXT if you have already provided proof of residency that included a date of birth. Proof of age may include any of the following:

- Driver's licence from another Canadian province or territory
- ID from another Canadian province or territory
- Birth certificate
- Passport
- Permanent Resident card
- Citizenship card

Attach Proof of Age

File Name	Description

UPLOAD DOCUMENT

BACK
CANCEL
NEXT

Step 6 – Proof of age

- If you selected **I do not want to hunt**, you will now need to provide proof of age documentation to verify your identify
- Upload the appropriate document and click **NEXT** to continue
- If you have already provided proof of age in your residency document, you can click **NEXT** to skip this step

Do you need a hunting credential?

A Hunting credential is required to apply for Limited Entry Hunting or to buy most hunting licences.

Yes, I need a Hunting credential

No, I do not need a Hunting credential

Required for:

- Resident Hunting Licence
- Species Licences
- Limited Entry Hunting applications

Not required for:

- Initiation Licence
- Special Area Licence
- Youth Licence
- Buying licences on behalf of a youth

BACK
CANCEL

Step 7 – Hunting credential

Depending on which hunting products you plan to buy, you may require a hunting credential

- Click **Yes** if you want to buy a:
 - Resident hunting licence
 - Species licence
 - Limited entry hunting application
- Go to Step 8
- Click **No** if you want to buy:
 - An initiation licence
 - Special area licences
 - On behalf of a youth
- Go to Step 9

Apply for credentials – Adult

Hunter Qualification

To obtain your hunting credential, you must provide evidence that you have completed CORE or other recognized hunter safety training.

NOTE: If you are a person registered under the Indian Act (Canada), you are not required to provide evidence of hunter safety training. However, you must provide proof of your Status to obtain your hunting credential prior to applying for Limited Entry Hunting.

I have completed hunter safety training

Confirm that you have successfully completed hunter safety training, such as the Conservation Outdoor Recreation Education (CORE) program or an equivalent course from another Canadian territory or province, or US state. You will be required to upload appropriate supporting documentation.

[CONFIRM](#)

I am a person registered under the Indian Act (Canada).

Confirm that you have Status as defined in the Indian Act (Canada). You will be required to upload appropriate documentation showing proof of your Status.

[CONFIRM](#)

[BACK](#)
[CANCEL](#)

Step 8 – Hunter qualification

Choose one of the following options:

- If you have completed hunter safety training, you will be required to upload proof of CORE or other hunter safety training
- If you are a BC resident registered under the *Indian Act (Canada)*, you are exempt from hunter safety training. To obtain the hunting credential, you must provide proof of your status under the *Indian Act (Canada)*.
- You can then upload the appropriate documents on the next screen.

Review Your Documents

Please check to make sure you have included all your supporting documents before you submit your application for resident hunting credentials.

Proof of Age Documents ▶ Edit

File Name	Description
Hunter Birth Certificate.PNG	Proof of age ✕

[BACK](#)
[CANCEL](#)
[SUBMIT APPLICATION](#)

Step 9 – Review and submit your application

- Review your document(s)
- If all documents have been uploaded, click **SUBMIT APPLICATION**

Application Submitted

Thank you for submitting your application for hunting credentials. It may take up to 3 business days to review and confirm your documents. When the review is complete, you will receive an email advising you to check your FWID profile. Logon to BC Hunting to confirm that your credential application has been approved and your FWID number is visible on your profile.

[RETURN TO PROFILE](#)

- Click **Return to Profile** to view your Fish and Wildlife Profile

Fish and Wildlife Profile

PERSONAL

Name: Ima Hunter

FWID Status: Active

FWID: 620 946 978

Gender: Female

Date of Birth: May 1, 1980

CONTACT

Main Phone Number: - -

Cell Number: - -

Email: tyee2017@gmail.com

Address: 555 Main Street
Victoria BC V9A 0A8

CREDENTIALS

▶ **Profile Options**

[Submit Name Change](#)

[View/Update Profile Information](#)

[View all Transactions](#)

Profile History

Transaction ID	Type	Date	Status
292005955	Credentials Review	Mar 9, 2017	In Review

Step 10 – Credentials review

NOTE: Your Profile History will display your credentials application status as "In Review." The documents you uploaded will be reviewed. It may take up to 3 business days to review and confirm your documents. Your Profile History will change when your documents have been reviewed and your credentials have been activated. You will receive an email notification that your profile has been updated.

Apply for credentials – Adult



Need help or have questions?

Visit www.gov.bc.ca/hunting

OR

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