



GUIDE OUTFITTER LICENCE APPLICATION

This application is for use by individuals applying to renew or obtain a guide outfitter licence for British Columbia.

Please complete all applicable sections of this form. Type or print legibly. Attach additional sheets as needed.

This is an application for (check the appropriate box)

Renewal of guide outfitter licence [ ]

New guide outfitter licence [ ]

APPLICANT:

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_

Street or PO Box: \_\_\_\_\_

City or Town: \_\_\_\_\_ Postal Code: \_\_\_\_\_ E-mail: \_\_\_\_\_

Phone (day): \_\_\_\_\_ Date of Birth (MM/DD/YYYY): \_\_\_\_\_

Description of guiding area (provide guiding territory certificate # if within guiding territory):

Region(s) guiding area is located in: \_\_\_\_\_

Other Guide Outfitter Licence(s) held or applied for:

I represent that the information provided in this application is true and that I am a Canadian citizen or a permanent resident of Canada (landed immigrant) and hold \$2 000 000 in public liability insurance that is applicable to my guiding business.

Signature of Applicant

Date of Application

It is an offence to knowingly make a false statement in order to obtain a licence. Violations may result in prosecution under the Wildlife Act, refusal of future licence requests or both. Any licence obtained knowingly using false information is void.

CONSENT OF GUIDING TERRITORY CERTIFICATE HOLDER OR AGENT:

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_

Street or PO Box: \_\_\_\_\_

City or Town: \_\_\_\_\_ Postal Code: \_\_\_\_\_ E-mail: \_\_\_\_\_

Phone (day): \_\_\_\_\_ Date of Birth (MM/DD/YYYY): \_\_\_\_\_

I represent that I am (a) the sole holder of, or (b) the agent identified on guiding territory certificate # \_\_\_\_\_ and that the guiding area applied for is within the guiding territory described in that certificate. I consent to the regional manager issuing a guide outfitter licence to the applicant for the guiding area on the terms described in this application.

Signature of Guiding Territory Certificate Holder or Agent

Date

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The information required by this form and any documents you provide with it are collected under the authority of the Freedom of Information and Protection of Privacy Act to process your license/permit application under the Wildlife Act. This information will be used to verify your eligibility for the license/permit you are seeking and for other purposes related to the administration of the Wildlife Act. If you have any questions about the collection or use of this information, contact the Director of Wildlife.



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**FEES:**

Payment:	\$ 500.00	Guide Outfitter Licence (Licence fee \$450 / HCTF surcharge \$50)
	\$ 25.00	Application fee (for <b>new</b> applications only)
	\$ 25.00	Late fee for <b>renewal applications</b> received after May 31 <sup>st</sup>
	\$ _____	Royalties for previous year (invoices mailed to clients annually)

**Total Enclosed: \$ \_\_\_\_\_**

Method of Payment:	Cheque/Money Order	<input type="checkbox"/> Payable to Minister of Finance
	Credit Card (Visa/Mastercard)	<input type="checkbox"/> (attach credit card authorization sheet)
	Cash/Debit	<input type="checkbox"/> at Service BC – Government Agent Only
		<input type="checkbox"/> at FrontCounter BC office

**PLEASE FORWARD MY LICENCE TO**

Address: (as above): or

Mail to: \_\_\_\_\_

or Fax: \_\_\_\_\_ or E-mail: \_\_\_\_\_  
(your e-mail address or location of Government Agent/FrontCounter BC office to be picked up at)

**Incomplete applications may delay processing time for a licence. Resubmitted applications are processed in resubmitted date order.**

Please send completed application, fees and any supporting documents to the **Permit and Authorization Service Bureau** at one of the following:

- By Mail:** PO Box 9372 STN PROV GOVT, Victoria BC, V8W 9M3
- By Courier:** 4<sup>th</sup> Floor, 2975 Jutland Road, Victoria BC, V8W 9M3
- By Fax:** (250) 387-1814 or through any Service BC - Government Agent Office or through any FrontCounter BC Office

**LEGISLATION**

Here are some, but not all, relevant excerpts from the **Wildlife Act**:

**Applicants to know Act**

**50** An applicant for a guide outfitter licence must satisfy a regional manager that he or she possesses a working knowledge of this Act and the regulations.

**Issue of guide outfitter licence**

**51** (1) A regional manager may issue a guide outfitter licence to a person who

- (i) is a citizen of Canada or a permanent resident of Canada,
- (ii) has public liability insurance prescribed by regulation, and
- (iii) has other qualifications prescribed by regulation.

(2) A guide outfitter licence authorizes the holder to guide persons to hunt only for those species of game and in the area described in the licence.

(3) If an area is part of a guiding territory assigned in a guiding territory certificate, the regional manager may not issue a guide outfitter licence under subsection (1) authorizing a person to guide in the area unless the person provides proof, satisfactory to the regional manager, that the person has the consent of the holder of the guiding territory certificate.

**Failure to pay fine**



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**85 (1)** This section applies if a person

- (a) fails to pay, within the time required by law, a fine imposed as a result of the person's conviction for an offence under this Act or the *Firearm Act*, and
- (b) has been served with notice of this section.

(2) In the circumstances referred to in subsection (1),

- (a) the person's right to apply for or obtain a licence, permit or limited entry hunting authorization under this Act is suspended immediately and automatically on the failure to pay the fine,
- (b) all licences, permits and limited entry hunting authorizations issued to that person under this Act are cancelled immediately and automatically on the failure to pay the fine, and
- (c) the person commits an offence if, before that fine is paid, the person
  - (i) applies for, or in any way obtains, a licence, permit or limited entry hunting authorization under this Act, or
  - (ii) does anything for which a licence, permit or limited entry hunting authorization under this Act is required.

This excerpt from the **Wildlife Act Commercial Activities Regulation**, made under the Wildlife Act, is relevant:

**Public liability insurance**

- 1.01** A guide outfitter shall carry, in full force and effect, public liability insurance in an amount of not less than \$2 000 000 that is
- (a) applicable to his guiding business,
  - (b) in effect at the time of application for an annual licence, and
  - (c) effective for the term of the annual licence period or for the period for which he has paid an annual fee.

**Offence**

**1.02** Where a guide outfitter guides, he commits an offence unless, at the time he

- (a) guides, or
- (b) employees an assistant guide on his behalf,

he is insured under a policy of public liability insurance as described in section 1.01.