

# USING THE NATIONAL RECREATIONAL LICENSING SYSTEM (NRLS) OBTAINING A TIDAL WATERS RECREATIONAL FISHING LICENCE



## PLEASE NOTE

You are unable to apply for a non-tidal angling licence (BC freshwater licence) through this system. You are unable to apply for a licence online if you are a non-resident of Canada wishing to fish for and retain halibut in Management Areas 121, 23, and 123. However, you may purchase an electronic licence through a Canadian Independent Access Provider. A list of service locations can be found here: <http://www.pac.dfo-mpo.gc.ca/fm-gp/rec/licence-permis/IAP-FAI-eng.pdf>. Everyone else, including non-residents of Canada wanting to fish for and retain halibut outside of Areas 121, 23, and 123, can acquire an electronic licence through the online system.

## 1 OPEN BROWSER AND GO TO [WWW.PAC.DFO-MPO.GC.CA/SPORTFISH](http://WWW.PAC.DFO-MPO.GC.CA/SPORTFISH)

### 2 NEW FISHERS

Click the 'Register Now' button and enter your personal information on the next page. When registering for a new account, you must fill in all the mandatory fields and agree to the terms and conditions. You will be asked to provide answers for three secret questions; for added security, you may choose to add up to six questions.

### 2 RETURNING FISHERS

Enter your email address or licence number, along with your password, and click the 'Login' button. If you have forgotten your login information, select 'Forgot Your Password' or 'Forgot Your Email' and follow the directions provided.

### 3 MAIN MENU

From the main menu, new and returning fishers can update their profile, obtain a licence, obtain a Salmon Conservation Stamp, fill in their catch log, request a licence replacement, and check their profile history.

Prior to buying a licence, new and returning fishers need to update their profile by clicking 'Update My Profile' on the left navigation bar or using the 'Update Profile' button below their current profile.

Please review your personal information and correct any errors by clicking 'Update Profile'. Once a licence has been issued, you will not be able to change this information.

## NOTE

Each fisher must have his or her own account, including juveniles. Please create a new account for each person that wishes to get a licence. You may use the same email address, but you will need a different password for each account.



## 4 PURCHASE A LICENCE

Click the 'Obtain a Licence' button from the main menu on the left side of your screen. Select the licence type you wish to purchase from the drop-down menu, and fill in the start date of the licence by clicking the calendar icon. Click 'Continue'.

## 5 REVIEW PURCHASE AND ADD A SALMON STAMP

After reviewing your personal information and licence details, click 'Proceed to Payment'.

At this point, you will be given the opportunity to purchase a Salmon Conservation Stamp. This is an annual stamp that must be purchased by all fishers who wish to fish for salmon, including juveniles. If you would like to purchase a stamp, click 'Add Additional Stamps', select the Salmon Stamp box, and then click 'Continue'.

## 6 PAYMENT OPTIONS

Next, you will be directed to a secure payment site where you can select a payment method. You can pay using a credit card, or if supported by your particular bank, by using your Interac enabled bank account. Click 'Proceed' to continue.

Review your order, select your method of payment, and complete your transaction. Once your order is complete, a receipt will be emailed to you. Please note that the confirmation of purchase is not your fishing licence.

## 7 PRINTING YOUR LICENCE

After your payment has been processed, you will see a list of the licences you have purchased. When you are ready to print your licence, click the 'Print' button. A new tab or window will automatically open on your computer. The licence will be displayed in PDF format, which you can print on letter size paper in either colour or in black and white.

To complete the printing process, you will need to select 'Yes, print was successful' or 'No, printer failed' from the drop down menu in your NRLS account. Once you have made your selection, please click the 'Continue' button. If you have not successfully printed your licence, printing instructions will be provided again. To reprint your licence, click the 'licence' link from the third menu item in the print instructions.

## 8 LICENCE REPLACEMENT

If you need to replace your licence, please select 'Licence Replacement' from the main menu on the left side of the profile page. You will be directed to the licence replacement screen that lists your current valid licences. Select the licence you wish to reprint, and click the 'Print' button. Note you can only reprint a licence up to a maximum of 3 times.

You will be required to select a reason for replacement from a drop down menu. Reasons for replacement include lost, stolen, illegible, or technical problems. Once the reason is selected, click the 'Print' button and follow the directions above. You must record previous catches on a reprinted licence.

## CONTACT INFORMATION

For more information, please visit <http://www.pac.dfo-mpo.gc.ca/fm-gp/rec/licence-permis/index-eng.html>. Contact us at 1-877-535-7307, from 8 am to 4 pm Monday to Friday, or email us at [fishing-peche@dfo-mpo.gc.ca](mailto:fishing-peche@dfo-mpo.gc.ca).

