

# **Application For a Not for Profit Moose Licence**

## **FAQs**

**Our organization does not have access to a computer to complete the fillable PDF NFP moose licence application, can we request to have an application mailed and submit a hand written application?**

No, only the fillable PDF application will be accepted. Once completed you can submit by email at [wildlifelicence@gov.nl.ca](mailto:wildlifelicence@gov.nl.ca); fax to 709-637-2099 or mail to Wildlife Division, P.O. Box 2007, Corner Brook, NL, A2H 7S1.

**We are a charitable organization registered with Revenue Canada Agency (CRA), however, we do not have a copy of our registration to provide with the NFP moose licence application. What do we do?**

You can obtain a copy of your charities registration by visiting [List of charities - Canada.ca](http://List of charities - Canada.ca) , click on “ List of Charities”, then click on “Advanced Search” . Enter the legal name of your charity or the registration number, then click charity details, pop up page outlines the charities name, registration number, mailing and email addresses, print this page and include with your NFP moose licence application.

**We are a registered incorporated not for profit, however, we do not have a copy of the registration to provide with the NFP moose licence application. What do we do?**

You can obtain a copy of your registration from Companies and Deeds Online (CADO) website: <https://cado.eservices.gov.nl.ca/> click “Registry of Companies & Online Search”, click “Search Registry of Companies”, enter the name of your organization or registration number, click “Search”. A detailed company information page pops up which outlines the company’s name, registration number and mailing address, etc, print this page and include with your NFP moose licence application.

**Our organization is not a registered as a charity or an incorporated not for profit, however, we are affiliated with an incorporated not for profit, can we still apply for a NFP moose licence?**

Non-incorporated committees and groups will not be eligible for a NFP Moose Licence. However, if they are affiliated in some way with a larger group that is incorporated or a registered charity, the larger group may apply on their behalf. Note: A registered charity or an incorporated not for profit can only apply on behalf of one non-incorporated group per season. Please ensure you complete the application properly:

- The larger group that is registered as a charity or an incorporated not for profit is to complete the application.

- Enter the charity registration or incorporated not for profit number (include copy of registration as noted above).
- Enter the name of the registered charity or the incorporated not for profit and in brackets (applying on behalf of, enter the name of the non-incorporated group).
- Enter the mailing address, telephone number, email address and contact name for the non-incorporated group.
- Application must be signed by an individual authorized to sign on behalf of the incorporated not-for-profit or registered charitable organization.
- An example of the above is: The Town of ..... (applying on behalf of the ..... Volunteer Fire Department), enter the mailing address, telephone number, email address and contact name for the Volunteer Fire Department, however, the application must be signed by a person who has signing authority for the Town. Note: All Towns in the province are incorporated, and in this instance, a copy of registration is not required.

**We are a registered religious organization and there are multiple churches/groups that are affiliated with our organization. Can each church/group apply using the same CRA registration number?**

No, a registration number can only be used once per season per application. In this instance, the registered religious charity can only submit one application on behalf of the church/group that falls under their organization.

**Can a Town apply on behalf of more than one organization that is affiliated with the Town, example, Volunteer Fire Department and the Recreation Committee?**

No, a Town can only apply on behalf of one non-incorporated group per season.

**Our organization is not registered and we are not associated with a registered larger group, can we still submit an application?**

No, applications will only be accepted from incorporated not-for-profit or registered charitable organizations operating in Newfoundland and Labrador.

**Can we provide a list of eligible hunters before the start of the moose hunting season?**

No, eligible hunters must be listed on the application, if no eligible hunters are listed the application will be considered incomplete and not accepted.

**If awarded a NFP moose licence, can an organization change or add a hunter's name at any time.**

No, a hunter's name cannot be added or changed after the application deadline date.



Application For a Not for Profit Moose Licence

(Application must be received by 4:30pm April 28, 2023)

FILLABLE PDF APPLICATION ONLY – hand written applications will NOT be accepted.

All sections must be completed fully and applicable documentation must be included with your application (please refer to Application Procedure and FAQ's.) – INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.

SECTION 1: (Must be completed)

Canada Revenue Charity Number: \_\_\_\_\_ RR \_\_\_\_\_ (this is a 9 digit number, followed by RR, then 4 digits)

OR

Incorporation Number: \_\_\_\_\_

Organization Name: \_\_\_\_\_

Mailing Address of Organization: PO Box \_\_\_\_\_, Street: \_\_\_\_\_

Community/Town: \_\_\_\_\_ NL Postal Code: \_\_\_\_\_

Telephone number: (\_\_\_\_\_) \_\_\_\_\_ Email address: \_\_\_\_\_

Contact name: \_\_\_\_\_

SECTION 2: (Must be completed, Please consult moose management area map for proper area number)

Where do you wish to Hunt? (List one area only): Moose Management Area Name: \_\_\_\_\_
Moose Management Area Number: \_\_\_\_\_

SECTION 3: (Must be completed)

Include the full name and NL Driver's Licence/NL Photo ID numbers for each eligible big game hunter (You can provide up to 4 names but not to exceed 4). NOTE: an eligible hunter's name can only be listed on one NFP moose licence application per season.

Name of Eligible Hunter: \_\_\_\_\_

NL Driver's Licence/NL Photo ID #: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Print Name of Authorized Signing Authority

Date

Signature of Authorized Signing Authority

Mail to: Not For Profit Moose Licence Application
Wildlife Division
P.O. Box 2007
Corner Brook, NL, A2H-7S1

Fax to: Not For Profit Moose Licence Application
(709)-637-2099

Email to: wildlifelicense@gov.nl.ca

The Department of Fisheries, Forestry and Agriculture is committed to protecting personal information, which is being collected in accordance with section 61(c) of the Access to Information and Protection of Privacy Act, 2015 (ATIPPA, 2015) and will be used in the assessment for licensing and It will not be used for any other purposes unless authorized under ATIPPA, 2015. For additional inquiries concerning ATIPPA, please email ATIPPPFA@gov.nl.ca

## Information for NFP Moose License Applicants

### Background:

A limited number of big game moose licences will be available to registered not-for-profit organizations within the province. Up to 370 licences will be made available throughout the province to qualified not-for-profit organizations. Those organizations may in turn utilize qualified resident big game hunters to secure the meat for charities and service groups who use it for fundraising purposes.

### Who Can Apply:

Applications will only be accepted from incorporated not-for-profit or registered charitable organizations operating in Newfoundland and Labrador.

Non-incorporated committees and groups will not be eligible for a NFP Moose Licence. However, if they are affiliated in some way with a larger group that is incorporated, the larger group may apply on their behalf.

**NOTE: A registered charity or an incorporated not for profit can only apply on behalf of one non-incorporated group per season.** The FAQ page will also provide you with additional information that may be of assistance.

### Application Procedure:

- Completed applications, along with a copy of proof of registration as a charity or an incorporated not for profit, must be received at the Wildlife Division Headquarters Office by **4:30pm NST April 28, 2023**. See FAQs for further information on how to obtain proof of registration.
- Application must be signed by an individual authorized to sign on behalf of the incorporated not-for-profit or registered charitable organization.
- Licences will be awarded and mailed to successful applicants before the start of the 2023 Big Game Season. Unsuccessful applicants will be notified.
- Qualifying organizations must apply for a licence in one individual moose management area. If demand exceeds availability, a random draw will be held and the licences awarded until the allotment is utilized.
- NFP applicants must identify and only permit up to four eligible hunters to hunt to behalf of the organization. **An eligible hunter can only be listed on one NFP moose licence application per season.**
- Licences will be issued directly to the charity/not-for-profit organization which, in turn, can designate not more than two eligible big game hunters at any one time to hunt the moose on its behalf.
- Incomplete applications will be rejected and will not be eligible for the NFP draw.

### Additional Information for Applicants:

- There is no fee associated with this licence.
- Unsuccessful applicants will not be accommodated in a 2nd or 3rd choice of management area.
- Licences not awarded in a region will not be carried over to future years or applied to another region.
- Eligible applicants who were unsuccessful in receiving a licence in 2022 will receive priority in the 2023 NFP draw.
- Licenses unfilled will not be carried over or honored in subsequent hunting seasons.
- Successful licence holders are required to submit their licence return within 7 days of the date of kill or within 7 days of the close of the season.
- Existing provisions related to the distribution of harvested big game meat apply.
- All other laws of general application for hunting are applicable.
- Seasons will be consistent with those outlined in the 2023-2024 Hunting & Trapping Guide for the management area in which the licence is valid. (<https://www.gov.nl.ca/ffa/wildlife/hunting-trapping/>) Additional NFP licences are available in Gros Morne National Park, MMA 2E (75) and in Terra Nova National Park, MMA 28A (15). To apply for these licences please contact the National Parks directly at: GMNP 709-458- 2417 or TNNP 709-533-2801.