

# VENDOR APPLICATION AND AGREEMENT

I hereby make application to become a vendor of hunting and fishing licences on behalf of the Province of Nova Scotia. I understand that, if appointed a vendor:

1. Both hunting and fishing licences will be issued. It is not permissible to sell only one type of licence and;
2. That the following list of licences will be issued to the vendor business and are required to be made available for sale;
  - a) Wildlife Habitat Stamp
  - b) Resident, Non-Resident and Senior Deer Hunting Stamps (General)
  - c) Resident, Non-Resident and Senior Small Game Stamps
3. That I can request to be issued, and make available for sale, the following licence types: Deer Hunting (Archery & Muzzleloader), Bear Hunting

Please check the boxes below if you are interested in selling these licences in addition to the required hunting and fishing licences.

☐ Deer Hunting (Archery & Muzzleloader)    ☐ Bear Hunting

<b>Registered Business Name</b>			
<b>Operating Vendor Name</b>			
<b>BN/HST/CRA#</b>		<b>Business Email Address</b>	
<b>Civic Address</b>		<b>Mailing Address</b>	
<b>City/Town</b>		<b>City/Town</b>	
<b>Postal Code</b>		<b>Postal Code</b>	
<b>Business Phone</b>	(     )		

Do you have a secondary operating vendor location? YES or No (circle one)
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<b>Authorized Agent Name</b>			
<b>Primary Phone</b>	(     )	<b>Email Address</b>	
<b>Alternate Phone</b>	(     )		

<b>Alternate Contact Name</b>			
<b>Primary Phone</b>	(     )	<b>Email Address</b>	
<b>Alternate Phone</b>	(     )		

Have you previously been granted a hunting/fishing vendor licence? YES or NO (circle one)	If Yes,
a) Under what name(s) was the vendor licence granted? _____	
b) What was the vendor number? _____	

(continued on back)

I, as the authorized agent for \_\_\_\_\_ (Operating Vendor Name), if appointed vendor, hereby acknowledge and agree that the following terms and conditions, pursuant to the *Wildlife Act*, will apply to the vendor business while acting as a vendor of licences for the Province of Nova Scotia:

1. The vendor appointment will be issued to the business or corporation.
2. The authorized agent must have the authority to sign for (ie. Debit Note), and submit payment on behalf of the business.
3. The vendor business must be in good standing with the Registry of Joint Stocks. \*
4. The vendor business must have a valid Business Number (BN) **and** be an HST registrant.\*
5. All monies received for the sale of licences, less the vendor commission, is the property of the Province of Nova Scotia and must be kept separate from other vendor business revenues.
6. Payment must be submitted to Service Nova Scotia and Internal Services on a **monthly basis**. Failure to do so will result in immediate suspension until past due payment is received.
7. The vendor business will be liable for the value of any unsold licences.
8. Unsold licences must be returned to Service Nova Scotia at the address listed below.
9. Licences will only be sold from the location(s) set out in this application unless approved by the Province of Nova Scotia.
10. I will advise Service Nova Scotia immediately (by phone 902-424-4821 or email [dnrfa@novascotia.ca](mailto:dnrfa@novascotia.ca)) if this vendor business is sold or there are any changes to the vendor appointment.
11. I hereby give the Province of Nova Scotia my authorization to complete a credit check on the vendor business through an authorized Credit Bureau.

I confirm that I have read, understand and agree to the conditions of this Vendor Application and Agreement.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Please return completed and signed form to:

Service Nova Scotia  
Attention: Hunting & Fishing Licence Section  
Box 1529  
Halifax, NS, B3J 2Y4  
Scan/Email: [dnrfa@novascotia.ca](mailto:dnrfa@novascotia.ca)

\*Additional information is available online:

Registry of Joint Stocks [www.novascotia.ca/snsmr/access/business/registry-joint-stock-companies.asp](http://www.novascotia.ca/snsmr/access/business/registry-joint-stock-companies.asp) Obtaining a Business Number (BN) [www.cra-arc.gc.ca/bn/](http://www.cra-arc.gc.ca/bn/)  
Becoming an HST registrant [www.cra-arc.gc.ca](http://www.cra-arc.gc.ca)