



# Ohio Department of Natural Resources

JOHN R. KASICH, GOVERNOR

JAMES ZEHRINGER, DIRECTOR

*Division of Wildlife  
Raymond Petering, Chief  
2045 Morse Road, G-3  
Columbus, Ohio 43229*

February 11, 2016

Dear Ohio Hunting & Fishing License Sales Agent:

The Division of Wildlife would like to thank you for being a valued license agent. You have chosen to provide a valuable service which the sportsman and the Ohio Division of Wildlife greatly appreciate. For the 2016 license year, I am pleased to inform you there are very few modifications to the sales process. Just as last year, licenses will again be available starting February 22, 2016.

## **REMINDERS**

### **Fishing Regulations**

- You should receive an initial supply of the 2016-2017 Ohio Fishing Regulations by February 21<sup>st</sup>.
- The regulations are free to any customer and a purchase is not required. Please make sure all customers receive a copy of the regulations with their license purchase.

### **Voids**

- As a reminder, a manager has only 15 minutes to void a transaction. If you require a void outside of this time period you will need to call the Division of Wildlife at (800)-WILDLIFE.
- Do not provide a customer with part of a transaction. If a mistake is made or the customer wants only part of a transaction, you must void the entire transaction and start over. A void will invalidate all licenses or permits associated with the transaction.
- The agent must return any printed voided licenses to the Division of Wildlife. Failure to return the printed licenses results in the licenses being charged to the agent.

### **Test Customer**

- Please test your equipment using customer John Test Smith (customer ID 999912348, date of birth 03/08/1946) to ensure your printer is operational. Any new employees can also be trained using this customer since all sales associated with the test customer are erased automatically.

To help understand the changes and how it may affect your store, a timeline is provided below:

- February 17-21:** 2016 Fishing Regulations will arrive
- February 21:** Last day the 2015 licenses are available for purchase.
- February 22:** The new 2016 licenses are available for purchase and valid for use.
- April 16 - 17:** Youth spring turkey season.
- April 18 - May 15:** Spring turkey season.
- June 1:** Fall turkey and deer permits are available for purchase.

Sincerely,

A handwritten signature in blue ink that reads "Andrew Burt".

Andrew Burt  
Licensing Coordinator

