

## Instructions for FWS Forms 3-154a and 3-154b hunting and fishing license certification

These forms are required to certify the number of paid hunting license holders and paid fishing license holders. We use this information to calculate final apportionments for all participants in Wildlife and Sport Fish Restoration Programs. For more information on which licenses are eligible for certification or if you have other questions on license certification, see *Title 50 of the Code of Federal Regulations, Part 80, Subpart D — Certification of License Holders* or contact the Regional Wildlife and Sport Fish Restoration Program office.

### Form Instructions:

#### PART I - CERTIFICATION - FWS Form 3-154a:

Fill in each blank in both A. *Hunting License Holders* and B. *Fishing License Holders* sections as follows:

**Name of State, territory, or District of Columbia** – This is the name of the State, territory, or the District of Columbia for which you are reporting the number of paid license holders.

**Enter total number** – This is the number of people who have paid licenses to hunt in the State during the State-specified certification period in section A. *Hunting License Holders*; and the number of people who have paid licenses to fish in the State during the certification period in section B. *Fishing License Holders*.

**mm/dd/yyyy** – This is the end date of the certification period. The certification period is defined in 50 CFR 80.32 as the 12-consecutive-month period that either 1) corresponds to the State's fiscal year or license year; or 2) ends at least 1 year and no more than 2 years before the beginning of the Federal fiscal year in which the apportioned funds first become available for expenditure.

**Signature** – This is the signature of the individual in your agency who is authorized to certify the information given on the form.

**Title** – This is the title of the individual in your agency who is authorized to certify the information given on the form.

**Date** – This is the date that the authorized individual signed the form.

#### PART II - CERTIFICATION - FWS Form 3-154b:

Fill in each blank as follows:

**Name of State, territory, or District of Columbia** – This is the name of the State, territory, or the District of Columbia from Form 3-154a.

**License Year Ending Date** – This is the end date of the certification period from Form 3-154a.

Fill in the table as follows:

**Hunting – Resident – Number** is the total number of paid and nonpaid licenses, tags, stamps, and permits issued to residents of your State for hunting. Examples of these are: game specific tags or stamps (deer, turkey, bear etc.); hunting-access permits issued by the State; duplicate or replacement licenses, tags stamps; or any other document issued by the State to convey a hunting privilege. This amount will not necessarily agree with the amount reported on Form 3-154a.

**Hunting – Resident – Cost** is the total dollar amount collected by the State for all licenses reported in **Hunting – Resident – Number**.

**Hunting – Nonresident – Number** is the total number of paid and nonpaid licenses, tags, stamps, and permits issued to nonresidents of your State for hunting. Examples of these are: game specific tags or stamps (deer, turkey, bear etc.); hunting-access permits issued by the State; duplicate or replacement licenses, tags stamps; or any other document issued by the State to convey a hunting privilege. This amount will not necessarily agree with the amount reported on Form 3-154a.

**Hunting – Nonresident – Cost** is the total dollar amount collected by the State for all licenses reported in **Hunting – Nonresident – Number**.

**Fishing – Resident – Number** is the total number of paid and nonpaid licenses, tags, stamps, and permits issued to residents of your State for fishing. Examples of these are: game specific tags or stamps (salmon, trout, etc.); fishing-access permits issued by the State; duplicate or replacement licenses, tags stamps; or any other document issued by the State to convey a fishing privilege. This amount will not necessarily agree with the amount reported on Form 3-154a.

**Fishing – Resident – Cost** is the total dollar amount collected by the State for all licenses reported in **Fishing – Resident – Number**.

**Fishing – Nonresident – Number** is the total number of paid and nonpaid licenses, tags, stamps, and permits issued to nonresidents of your State for fishing. Examples of these are: game specific tags or stamps (salmon, trout, etc.); fishing-access permits issued by the State; duplicate or replacement licenses, tags stamps; or any other document issued by the State to convey a fishing privilege. This amount will not necessarily agree with the amount reported on Form 3-154a.

**Fishing – Nonresident – Cost** is the total dollar amount collected by the State for all licenses reported in **Fishing – Nonresident – Number**.