



How to request Temporary or Permanent Reallocation of Geoduck quota blocks using the National On-Line Licensing System (NOLS)

(Full instructions can be found at: <http://www.dfo-mpo.gc.ca/fm-gp/sdc-cps/licence-permis-eng.htm>)

Note: The licence holding the quota block(s) to be reallocated as well as the licence receiving the quota block(s) must have been issued prior to submitting the quota reallocation request. Only the from vessel can request a quota transfer

Logon to the NOLS:

1. Navigate to: <https://fishing-peche.dfo-mpo.gc.ca/>;
 - a. Select 'English';
2. Login Selection page select: GCKey Log In (bottom left of page);
3. GCKey Login or Register page: Logon to the NOLS by entering your:
 - a. User ID (that you created during your registration process);
 - b. Password (that you created during your registration process);
 - c. Mouse click on Log In;
4. User Welcome page: select 'Continue';

Request for temporary or permanent reallocation of Geoduck Quota Blocks for licenced vessels:

5. To request temporary or permanent reallocation of Geoduck quota blocks, navigate to 'Submit a Request' menu selection (full instructions available at: <http://www.dfo-mpo.gc.ca/fm-gp/sdc-cps/products-produits/request-demande-eng.htm>);
 - a. Where appropriate, select the account that holds the licence you are wishing to 'Submit a Request' for and mouse click on 'Select';
 - b. Choose the 'Request Type' 'Quota Transfer' and mouse click on 'Select';
 - c. Please ensure that you have completed the correct 'Temporary' or 'Permanent' Quota reallocation form;
 - i. Form can be found on the AMR Geoduck Webpage www.amrgeoduck.ca or requested via email: GeoduckAMM@archipelago.ca
 - d. If your licence(s) are listed; select the licence(s) you are requesting a Quota Transfer for by mouse clicking the check box (above or to the left of the licence description) and mouse click on 'Select';
 - e. In the 'Comment' box please enter the following information:
 - i. Identify whether your request is for 'Temporary' or 'Permanent' reallocation of Geoduck Quota Blocks
 - ii. Attach the digital 'Request for either Temporary or Permanent Geoduck ITQ Reallocation' file;
 - iii. In 'Upload Documents'; mouse click on 'Browse' and navigate to where you have the file stored;
 - iv. Select the file and mouse click on 'Open' and the file will display;
 - v. Select: mouse click on 'Submit';
6. Signatories for the transfer will be verified by DFO and the request for Temporary or Permanent reallocation of Geoduck Quota Blocks will be forwarded by DFO to [AMR](#) for completion and processing;
 - a. Quota Amendments will be provided via email to the contact identified on the form;
 - b. Note: All Licence Eligibility Holders are advised that Permanent Quota Block Reallocations require the 'Notarized' Signature of all Vessel Owners and where the Vessel Owner is a Company at least one Officer or Director for that Company must sign and have that signature 'Notarized';
 - c. Note: A recent BC Company Summary advising of the Directors and Officers for that Company must accompany any Permanent Quota Block Reallocation request.
 - d. New in 2015, a representative for the receiving vessel must also sign the form.

Please note that in our continuing efforts to improve service these procedures are subject to change without notice.