

15A NCAC 10G .0402 APPOINTMENT OF WILDLIFE SERVICE AGENTS

(a) Wildlife Service Agents are official license and vessel agents of the Commission who are authorized, pursuant to individual Wildlife Service Agent Agreements, to issue hunting, fishing, and other licenses, permits, applications, vessel registrations, and other items authorized by the Commission.

(b) An individual authorized to act on behalf of a business operating from a fixed location in North Carolina may apply to the Commission for appointment as a Wildlife Service Agent by completing the Wildlife Service Agent application available at ncwildlife.gov. Information required from the applicant shall include:

- (1) business name, physical address, email, county, phone number, agent type, description of services, and operational dates and hours; and
- (2) business owner name, address, date of birth, driver's license number, and length of business ownership.

(c) Business owners shall meet the following requirements to qualify as a Wildlife Service Agent unless otherwise approved by the Executive Director or his or her designee to maintain adequate service to the public in a geographic area:

- (1) one year's experience in operating the business for which the application is made or equivalent business experience;
- (2) a bank account for transferring net proceeds from Agent transactions to the Commission; and
- (3) no criminal convictions, for any offenses in Subchapter V of Chapter 14 of the North Carolina General Statutes, within the five years prior to application.

(d) Upon approval of the application by the Commission, Wildlife Service Agents shall:

- (1) have a computer, printer, and internet access at their business location;
- (2) provide a voided check or withdrawal slip for the bank account to be used to transfer funds to the Commission;
- (3) complete online training provided by the Commission or a contracted third-party vendor; and
- (4) sign and submit the Wildlife Service Agent Agreement.

(e) Wildlife Service Agent Agreements and appointments are non-transferable and valid only for the owner and business named on the executed agreement.

*History Note: Authority G.S. 113-134; 113-270.1;
Eff. April 1, 1997;
Amended Eff. September 1, 2011; May 1, 2007; July 1, 1998;
Readopted Eff. February 1, 2026.*