

LICENSE AGENT BULLETIN

November 2010-#491

WWW.WILDLIFE.STATE.CO.US

LICENSE SERVICES-800-526-9503 (for agents ONLY)

[SOUTHWEST YOUTH EXTENDED TURKEY SEASON](#)

[DAYLIGHT SAVINGS TIME](#)

[VOIDS](#)

[NUMBER OF LICENSES A HUNTER CAN LEGALLY POSSESS](#)

[LICENSE SERVICES](#)

[POINTS TO REMEMBER](#)

[DOW HOLIDAY SCHEDULE](#)

[LICENSE AGENT BULLETINS](#)

[SAFEKEEPING OF LICENSE BULLETINS](#)

[RECYCLE OLD BROCHURES](#)

SOUTHWEST YOUTH EXTENDED TURKEY SEASON

Youths under 18 can hunt turkey from the Saturday before Thanksgiving through Sunday after Thanksgiving (November 20th - November 28th) ***if they have an unfilled youth fall turkey license***. Refer to page 2 of the 2010 Turkey Brochure for applicable units. Use Product Code 159-Resident or 160-Non Resident.

DAYLIGHT SAVINGS

Daylight Savings occurs on Sunday, November 7th at 2:00 a.m. Beginning Sunday, November 7th, before you run a sales transaction on your license terminal, run an ACH report. This will reset the internal clock in the terminal.

VOIDS

A void is a cancellation of a license after it has been printed. A license can be voided through the terminal within the first 10 minutes of it being printed or if it was the last transaction performed on the terminal.

After the 10 minute period has expired, or if another transaction was processed, you must contact the Agent Helpdesk at 1-888-698-8558 to have the transaction voided. If 24 hours has passed, you must contact the CDOW at 1-800-526-9503 for void consideration.

NUMBER OF LICENSES A HUNTER CAN LEGALLY POSSESS

If you are trying to sell a license and get error code **1061**, "the hunt code limit has been reached," this means the number of licenses this person can have has been reached. Please refer to page 9, 10 and 11 of the *2010 Big Game Brochure*. These charts are categorized by species and explain the number of licenses a hunter can legally possess for each species. Please contact 1-800-526-9503 for additional questions.

LICENSE SERVICES

License Services has a new staff member, Paul Wolf. Paul comes with a lot of experience and knowledge of the rules and regulations as he has worked for the DOW for several years. Our section is happy to have him on board.

Licenses Services is available to answer questions or concerns via email. If you would like to chat with the License Agent Coordinator via email please email her at Jovita.burchard@state.co.us

POINTS TO REMEMBER WHEN ISSUING LICENSES

- Do not accept expired driver licenses, CIDs or other expired documents
- Ask each customer for secure and verifiable documentation
- All licenses must be signed by licensee to be valid. Have your customers look over their license and sign it before leaving your agency.
- Gift licenses must be signed by the licensee, not the purchaser. All gift license purchases must be sold in gift mode from the TLS terminal and the license purchaser must sign the affidavit.
- Make no alterations on the printed license
- All license panels must remain attached together to be valid

For more information on points to remember see page 29 of your license agent manual

DOW HOLIDAY SCHEDULE

Our office will be closed Thursday, November 11th in observance of Veterans Day and Thursday, November 25th in observance of Thanksgiving.

LICENSE AGENT BULLETINS

To access this and past License Agent Bulletins you can go online to www.wildlife.state.co.us and click on the "Hunting" or "Fishing" button at the upper left, then click "Buy/Apply...", then click on "License Agents", at this time you will see agent information such as Agent Lists, License Agent Manual and Agent Bulletins.

SAFE KEEPING OF LICENSE AGENT BULLETINS

Be sure to maintain your monthly agent bulletins in a folder or binder where they can be easily accessed and referenced.

RECYCLE OLD BROCHURES

The Colorado Division of Wildlife encourages the recycling of old brochures as well as any other recyclable items. The CDOW is taking great efforts to recycle as much as possible.

Paul Wolf
License Services
303-291-7235
paul.wolf@state.co.us