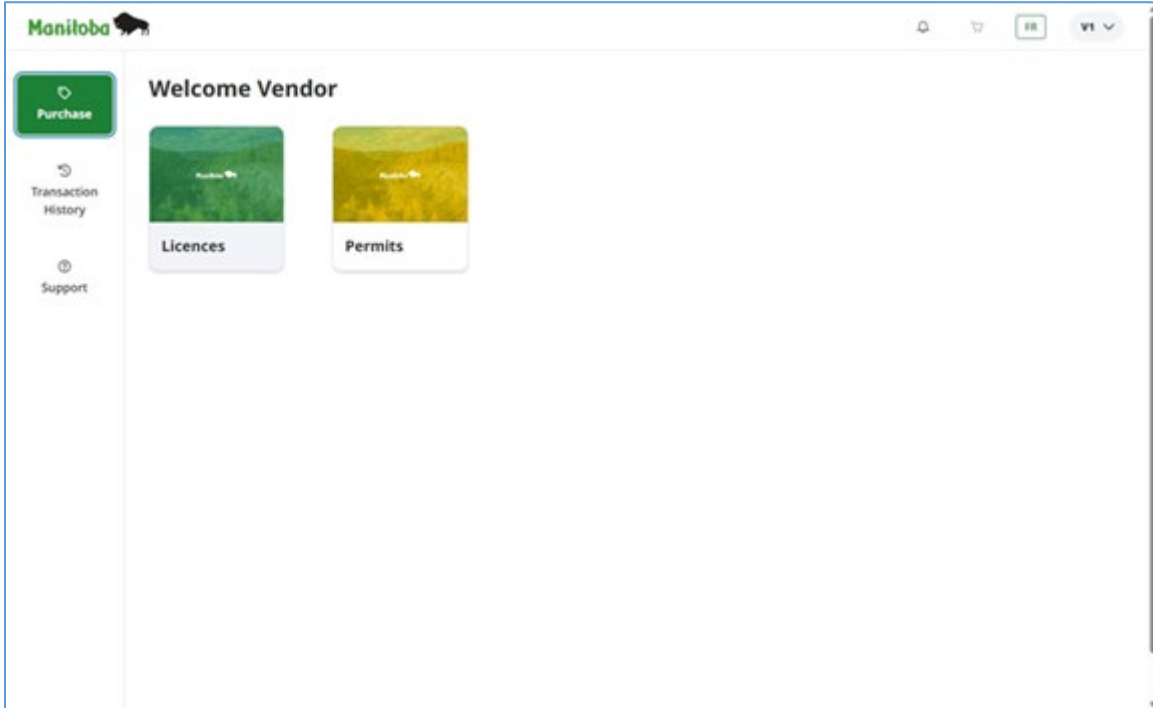


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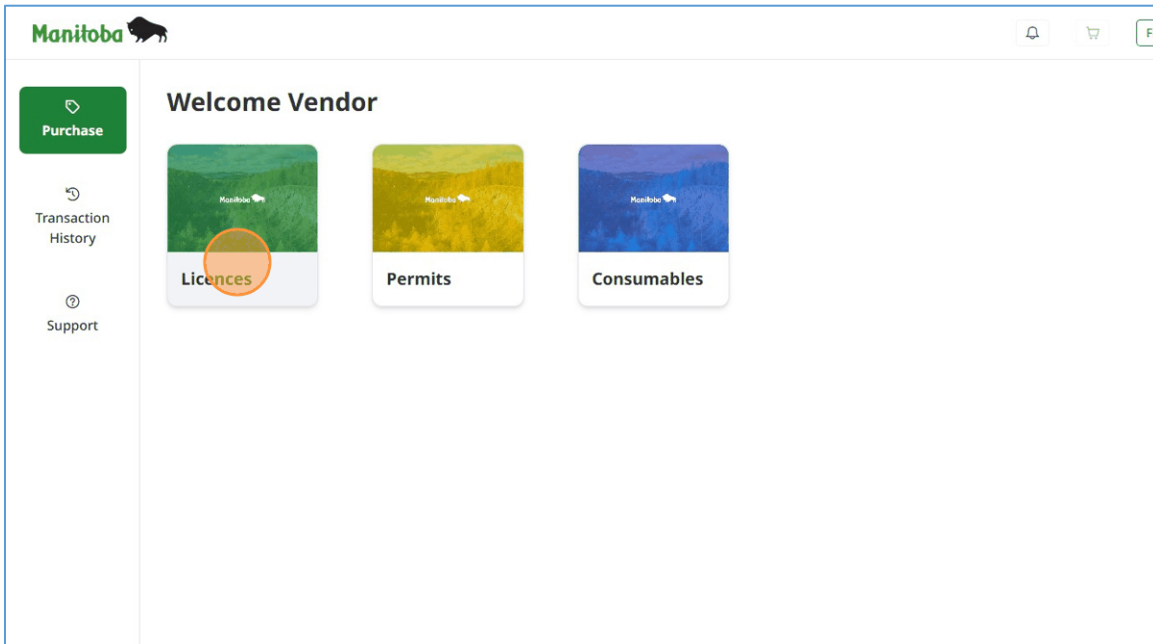


How to Purchase MB Resident Annual/One-Day Angling Licence

1. Login to Vendor Portal at www.manitobaelicensing.ca/vendor



2. Click "Licences"



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How to Purchase MB Resident Annual/One-Day Angling Licence

- To reduce the number of duplicate accounts in the system, search for an existing customer account. For a basic search you can search by email address, phone number, or customer ID. Choose one of the options, fill in the details, and click "search".

1 Identify Customer 2 Confirm Customer 3 Add Items to Cart 4 Review & Print

← Identify Customer

A Search the Customer B Advanced Customer Search C Proceed as New Customer

Enter One of the Following

Email Address Phone Number Customer ID

abcd@email.com (e.g., 204-555-1234)

No existing profile (customer is new, no information, or no match found)

Search

- Review the Search Results, and if a matching account is found, select the profile. In this example, no matching profile was found.

Email Address Phone Number Customer ID

abcd@email.com (e.g., 204-555-1234)

No existing profile (customer is new, no information, or no match found)

Search

Search Results (0) If you didn't find the Customer, Go to [No existing profile](#)

Customer ID	Email	Phone Number	First Name	Last Name	Action

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How to Purchase MB Resident Annual/One-Day Angling Licence

5. Click the "No existing profile (customer is new, no information, or no match found)" field.

← **Identify Customer**

A Search the Customer **B** Advanced Customer Search **C** Proceed as New Customer

Enter One of the Following

Email Address Phone Number Customer ID

abcd@email.com (e.g., 204-555-1234)

No existing profile (customer is new, no information, or no match found)

Search

Search Results (0) If you didn't find the Customer, Go to [No existing profile](#)

Customer ID	Email	Phone Number	First Name	Last Name	Action
-------------	-------	--------------	------------	-----------	--------

6. Click "Continue to Advanced Customer Search"

A Search the Customer **B** Advanced Customer Search **C** Proceed as New Customer

Enter One of the Following

Email Address Phone Number Customer ID

abcd@email.com (e.g., 204-555-1234)

No existing profile (customer is new, no information, or no match found)

Continue to Advanced Customer Search

Search Results (0) If you didn't find the Customer, Go to [No existing profile](#)

Customer ID	Email	Phone Number	First Name	Last Name	Action
-------------	-------	--------------	------------	-----------	--------

MANITOBA E-licensing



How to Purchase MB Resident Annual/One-Day Angling Licence

7. In the advanced customer search, you can provide additional details to search for a profile. Choose one of the options, fill in the details, and click "Search."

The screenshot shows the 'Identify Customer' step of a four-step process. The steps are: 1 Identify Customer, 2 Confirm Customer, 3 Add Items to Cart, and 4 Review & Print. Under 'Identify Customer', there are three options: 'Search the Customer', 'Advanced Customer Search' (which is selected), and 'Proceed as New Customer'. The 'Advanced Customer Search' form includes the following fields:

- Last Name (Required):
- First Name:
- Middle Name Initial: (e.g., A)
- Date of Birth: (DD/MMM/YYYY)

There is a checkbox for 'No existing profile (customer is new, no information, or no match found)' which is currently unchecked. A 'Search' button is located at the bottom right of the form.

8. Review the search results, and if a matching account is found, select the profile. In this example, no matching profile was found.

The screenshot shows the Manitoba E-licensing system interface. The 'Identify Customer' form is still visible, but the 'No existing profile' checkbox is now checked. A green button labeled 'Continue to Proceed as New Customer' is visible. Below the form, there is a 'Search Results (2)' section with a table:

Customer ID	Email	Phone Number	First Name	Last Name	Action
					Select
					Select

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How to Purchase MB Resident Annual/One-Day Angling Licence

9. Click the "No existing profile (customer is new, no information, or no match found)" field.

Support

Enter the following Information

Last Name (Required) First Name

Middle Name Initial Date of Birth

(e.g., A) DD/MMM/YYYY

No existing profile (customer is new, no information, or no match found)

Continue to Proceed as New Customer

Search Results (2)

Customer ID	Email	Phone Number	First Name	Last Name	Action
200000073	mkuzobs123@gmail.com	403.555.1212	John	Smith	Select

10. Click "Continue to Proceed as New Customer"

1 Identify Customer 2 Confirm Customer 3 Add Items to Cart 4 Review & Print

← Identify Customer

✓ Search the Customer ✓ Advanced Customer Search C Proceed as New Customer

✓ No existing profile (customer is new, no information, or no match found)

Proceed as New Customer

MANITOBA E-licensing



How to Purchase MB Resident Annual/One-Day Angling Licence

11. The confirm residency screen is displayed. Select the appropriate residency option. For this example, we will choose "Manitoba Resident."

The screenshot shows the 'Confirm Customer' step in the Manitoba E-licensing process. The progress bar indicates the current step is '2 Confirm Customer'. The main content area is titled 'Confirm Residency' and contains two radio button options:

- Manitoba Resident**
Means a person whose primary residence is in Manitoba and who has lived in Manitoba for at least six consecutive months during the 12-month period immediately before the person applies for a licence or permit.
- Canadian Resident**
Means a person, other than a Manitoba resident, who is:
 - A Canadian citizen,
 - A permanent resident within the meaning of the Immigration and Refugee Protection Act (Canada), or;
 - A person whose primary residence is in Canada and who has lived in Canada for at least six consecutive months during the 12-month period immediately before the person applies for a licence or permit.

12. Be sure to check the residency by reviewing their government picture ID. Once this is complete, click the "Customer has confirmed their residency type. Proof may be required if requested by enforcement." field.

The screenshot shows the 'Confirm Residency' screen with the 'Manitoba Resident' option selected. The progress bar is not visible. The main content area is titled 'Confirm Residency' and contains three radio button options:

- Manitoba Resident**
Means a person whose primary residence is in Manitoba and who has lived in Manitoba for at least six consecutive months during the 12-month period immediately before the person applies for a licence or permit.
- Canadian Resident**
Means a person, other than a Manitoba resident, who is:
 - A Canadian citizen,
 - A permanent resident within the meaning of the Immigration and Refugee Protection Act (Canada), or;
 - A person whose primary residence is in Canada and who has lived in Canada for at least six consecutive months during the 12-month period immediately before the person applies for a licence or permit.
- Non-Canadian Resident**
Means a person who is not a Manitoba resident or a Canadian resident.

At the bottom of the screen, there is a checkbox labeled "Customer has confirmed their residency type. Proof may be required if requested by enforcement." and a button labeled "Continue to add Items".

MANITOBA E-licensing



How to Purchase MB Resident Annual/One-Day Angling Licence

13. Click "Continue to add Items to Cart"

Confirm Residency

Manitoba Resident
Means a person whose primary residence is in Manitoba and who has lived in Manitoba for at least six consecutive months during the 12-month period immediately before the person applies for a licence or permit.

Canadian Resident
Means a person, other than a Manitoba resident, who is:

- A Canadian citizen,
- A permanent resident within the meaning of the Immigration and Refugee Protection Act (Canada), or;
- A person whose primary residence is in Canada and who has lived in Canada for at least six consecutive months during the 12-month period immediately before the person applies for a licence or permit.

Non-Canadian Resident
Means a person who is not a Manitoba resident or a Canadian resident.

Customer has confirmed their residency type. Proof may be required if requested by enforcement.

Continue to add Items to Cart

14. Check with the customer for the required licence type and select the correct product from the available options. For this example, we will choose the Manitoba Resident Annual Angling Licence.

Click "Select."

Purchase

Transaction History

Support

Add Items to Cart

Angling | Hunting | Trapping | Forestry | Park Permits

Licence Year: 2025
Manitoba Resident Annual Angling
Please refer to the Manitoba Anglers' Guide for information on fishing regulations in...
\$27.60 **Select**

Licence Year: 2025
Manitoba Resident One-Day Angling
Please refer to the Manitoba Anglers' Guide for information on fishing regulations in...
\$12.90 **Select**

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How to Purchase MB Resident Annual/One-Day Angling Licence

15. Fill in the customer details to create a new profile.

The screenshot shows a web interface with a progress bar at the top indicating four steps: 1. Identify Customer, 2. Confirm Customer, 3. Add Items to Cart (current step), and 4. Review & Print. A modal window titled "Create New Profile" is open, containing the following fields:

- First Name (Required):
- Middle Name (Optional):
- Last Name (Required):

Please provide at least one piece of information.

- Email: (example: abcd@email.com)
- Primary Phone Number: (example: (999-999-9999))
- Alternate Phone Number: (example: (999-999-9999))

Buttons: "Back" and "Create New Profile".

16. When complete, click "Create New Profile".

This screenshot is identical to the previous one, but the "Create New Profile" button is highlighted with a red circle, indicating the final step of the process.



How to Purchase MB Resident Annual/One-Day Angling Licence

17. Enter the customer information specific to the angling licence and when complete, click "Add to Cart".

Manitoba Resident Annual Angling for [Redacted]

Additional information to purchase

Date of Birth (Required)
 MM/DD/YYYY

Gender (Required) Eye Colour (Required)

Hair Colour (Required) Height (Required)

[Back](#) [Add to Cart](#)

18. Review to make sure the correct licence is in the shopping cart. Click "Review Order"

Shopping Cart

Licences/Permits for [Redacted]

Manitoba Resident Annual Angling	Remove
Valid From: Dec 15, 2025	Valid To: Apr 30, 2026
Price	\$23.10
Transactional Fee	\$4.50
Sub total	\$27.60

[Review Order](#)
[Continue Shopping](#)

MANITOBA E-licensing



How to Purchase MB Resident Annual/One-Day Angling Licence

19. Next, enter the customer's mailing address information.
When complete, click "Save."

The screenshot shows the Manitoba E-licensing 'Review & Print' page. A modal form titled 'Mailing Address' is open, requiring the following information:

- Street Address (Required)
- City/Town (Required)
- Province/State (Required)
- Postal/ZIP (Required)
- Country (Required)

The modal has 'Cancel' and 'Save' buttons. The 'Save' button is highlighted with an orange circle. In the background, the order summary shows a sub-total of \$23.10, a transactional fee of \$4.50, and a total of \$27.60. The 'Continue to Payment' button is also visible.

20. Review the details to ensure Customer Information is accurate.
Once reviewed, click "Continue to Payment."

The screenshot shows the Manitoba E-licensing 'Review Order' page. The 'Mailing Address' section is highlighted with an orange circle. The order details are as follows:

Item	Price
Sub total	\$23.10
Transactional Fee	\$4.50
Total	\$27.60

The 'Continue to Payment' button is highlighted with an orange circle. The 'Mailing Address' section includes fields for Street, City/Town, Province, Postal Code, and Country. The 'Manitoba Resident Annual Angling' license details are also visible, including the licence year (2025), valid until (2026-04-30), and valid from (2025-12-15).

MANITOBA E-licensing



How to Purchase MB Resident Annual/One-Day Angling Licence

21. Select the method of payment.

If the customer needs to split the payment, click "Split Payment".

For this example, we will split the payment.

Screenshot of the Manitoba E-licensing 'Review & Print' screen. The 'Payment & Confirmation' step is active. Payment options include Cash, Debit, Visa, MasterCard, and Cheque. The total amount is \$27.60. A 'Split Payment' button is highlighted with an orange circle.

22. On the Split Amount screen, enter the first payment amount.

Screenshot of the 'Split Amount - \$27.60' screen. Step 1: Enter the first Split Amount. The input field shows 0.00. Step 2: Choose the payment method for \$0.00. Step 3: Choose the Payment method for remaining \$27.60.

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How to Purchase MB Resident Annual/One-Day Angling Licence

23. Select the method by which the first split amount will be paid by the customer.

Split Amount - \$27.60

Step 1 - Enter the first Split Amount

First Split Amount
0.00

Step 2 - Choose the payment method for **\$0.00**

Cash Debit Visa

MasterCard Cheque

Step 3 - Choose the Payment method for remaining **\$27.60**

Cash Debit Visa

MasterCard Cheque

24. Select the method by which the second split amount will be paid by the customer.
Click "Split Payment".

First Split Amount
0.00

Step 2 - Choose the payment method for **\$0.00**

Cash Debit Visa

MasterCard Cheque

Step 3 - Choose the Payment method for remaining **\$27.60**

Cash Debit Visa

MasterCard Cheque

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How to Purchase MB Resident Annual/One-Day Angling Licence

25. Enter the confirmation number from the Point of Sale (POS) System.
This is an optional step, but your organization may require it.

The screenshot shows the Manitoba E-licensing interface. The top navigation bar includes the Manitoba logo, a shopping cart icon with a '1' notification, and language/currency settings (FR, V1). The main content area is titled 'Review & Print for [redacted]'. Below the title, there are progress indicators for 'Identify Customer', 'Confirm Customer', 'Add Items to Cart', and '4 Review & Print'. A secondary progress bar shows 'Review Order', 'B Payment & Confirmation', and 'C Print & Complete'. Payment options include Cash, Debit, Visa, MasterCard, and Cheque. The total amount is \$27.60. A section for 'POS Transaction Confirmation Number' contains a text input field labeled 'Confirmation number (optional)' with a red border, and a note: 'Enter the confirmation number from your POS terminal for record reconciliation. e.g., POS-2024-ABC123XYZ'. At the bottom right, there are 'Split Payment' and 'Confirm Payment' buttons.

26. Click "Confirm Payment"

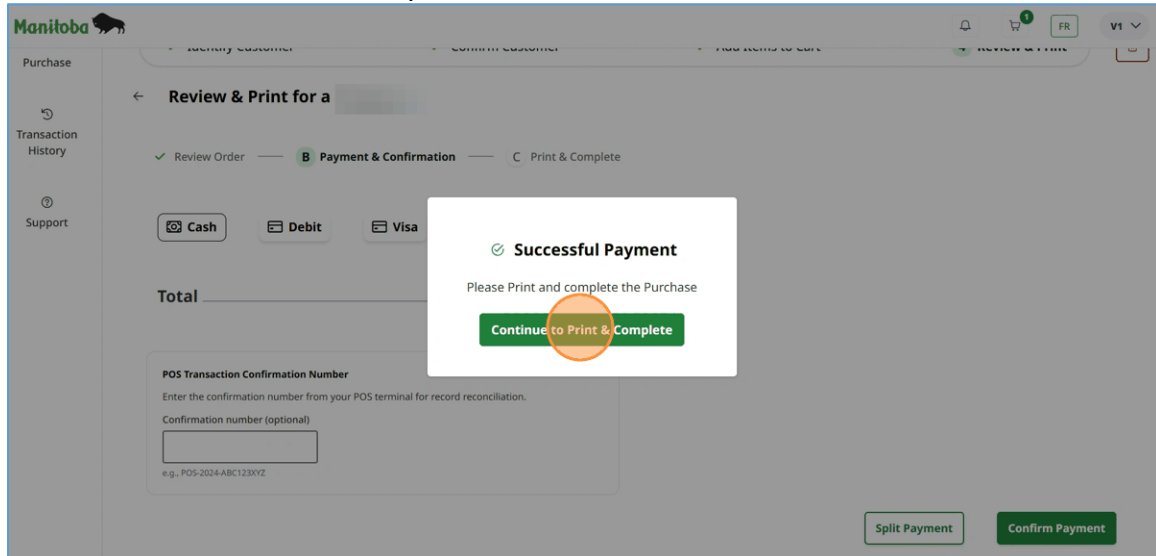
This screenshot is identical to the previous one, but the 'Confirm Payment' button at the bottom right is highlighted with a red circle, indicating the next step in the process.

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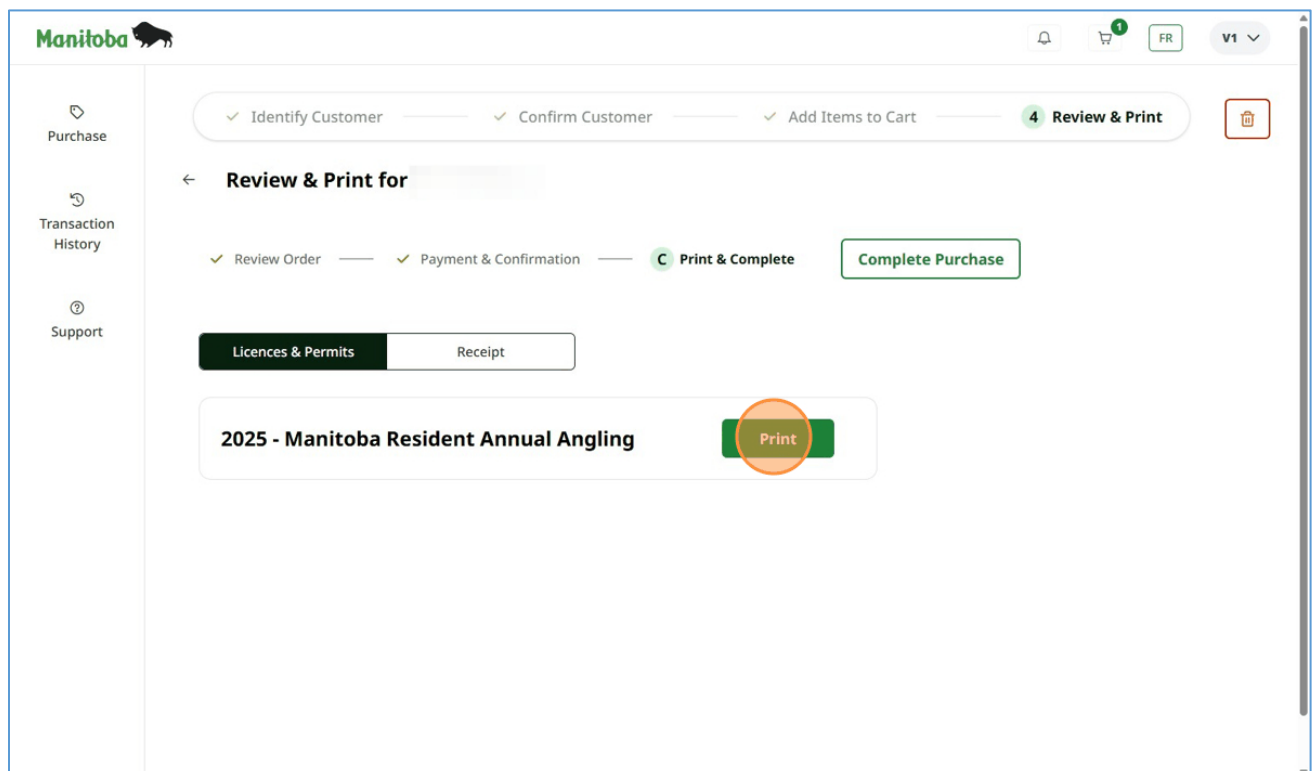


How to Purchase MB Resident Annual/One-Day Angling Licence

27. Click "Continue to Print & Complete"



28. The payment process is complete, and you can now print the licence for the customer by clicking the "Print" button.




MANITOBA E-licensing




How to Purchase MB Resident Annual/One-Day Angling Licence

29. Select the appropriate printer and click "Print."

2025 Manitoba Resident Annual Angling		Manitoba 	
Licence No. / Permis n°:		Print 1 page	
200000291	HEIGHT / TAILLE:	Destination	
DOB / Date de naissance:	EYE / YEUX:	Pages	
Gender / Genre:	HAIR / CHEVEUX:	Pages per sheet	
VALID / VALIDE: December 15, 2025 - Apr 30, 2026 / 15 décembre 2025 - 30 avril 2026		FEE (incl. 5% G.S.T.) / Frais (y compris la TPS de 5%): \$23.10 / 23,10 \$	
DATE OF ISSUE / DATE DE DÉLIVRANCE: December 15, 2025 / 15 décembre 2025		ADMIN FEE / FRAIS ADMINISTRATIFS: \$4.50 / 4,50 \$	
The licence must be carried on your person, either in digital or hard copy form, and must be produced immediately upon request by an officer. Le permis doit être porté sur vous, sous forme numérique ou papier, et doit être présenté immédiatement à la demande d'un agent.		TOTAL: \$27.60 / 27,60 \$	
TURN IN POACHERS / DÉNONCEZ LES BRACONNIERS Tel. 1800-782-0076 / Tél. 1800-782-0076		G.S.T. Reg. No. / N° d'inscription aux fins de la TPS: 80126882	
Information collected is protected by the protection of privacy provisions of The Freedom of Information and Protection Privacy Act. / Les renseignements recueillis sont protégés par les dispositions relatives à la protection de la vie privée contenues dans la Loi sur l'accès à l'information et la protection de la vie privée. This information is available in alternate formats, upon request. / Ces renseignements sont offerts en d'autres formats, sur demande.		A portion of angling licence sales supports the Fish and Wildlife Enhancement Fund. Une partie des ventes de permis de pêche soutient le Fonds d'amélioration de la faune et de la flore.	
		Anglers must adhere to the provisions of the Manitoba Fishery Regulations, which are summarized in the Manitoba Anglers' Guide. Please refer to the Manitoba Anglers' Guide or visit: www.manitobafisheries.com	
		Les pêcheurs doivent se conformer aux dispositions du Règlement sur la pêche au Manitoba, résumées dans le Guide du pêcheur du Manitoba. Veuillez consulter le Guide du pêcheur du Manitoba ou visiter: www.manitobafisheries.com	

Save Cancel

30. To print a receipt, click the "Receipt" button.

Manitoba 

Identify Customer — Confirm Customer — Add Items to Cart — **4 Review & Print**

← Review & Print for [blurred]

Review Order — Payment & Confirmation — **C Print & Complete** Complete Purchase

Licences & Permits receipt

2025 - Manitoba Resident Annual Angling Print

MANITOBA E-licensing



How to Purchase MB Resident Annual/One-Day Angling Licence

31. Click "Print".

Screenshot of the Manitoba E-licensing 'Receipt' page. The 'Print' button is circled in orange. The page shows the Manitoba logo, a progress bar with 'Print & Complete' selected, and a receipt form with fields for Vendor Name, Sales location, Customer Info, and Privilege Orders. The order is identified as '(2025) Manitoba Resident Annual Angling / Pêche annuelle - Résident du'.

32. After the licence and receipt have been successfully printed, click "Complete Purchase".

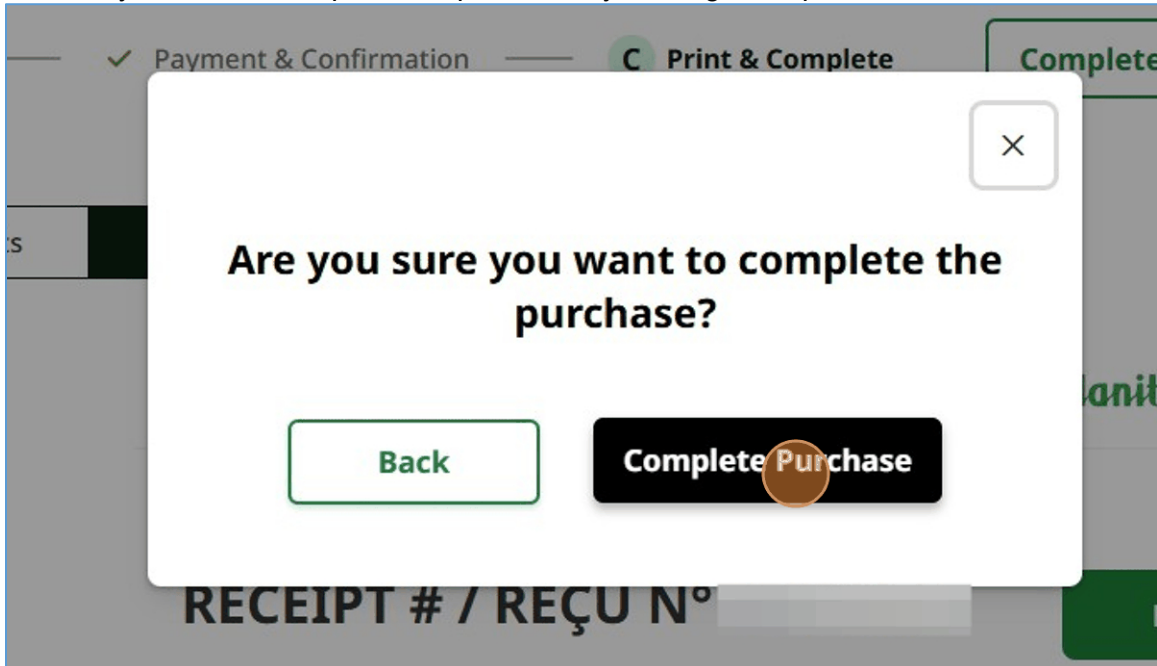
Screenshot of the Manitoba E-licensing 'Receipt' page. The 'Complete Purchase' button is circled in orange. The page shows the Manitoba logo, a progress bar with 'Print & Complete' selected, and a receipt form with fields for Vendor Name, Sales location, Customer Info, and Privilege Orders. The order is identified as '(2025) Manitoba Resident Annual Angling / Pêche annuelle - Résident du'.

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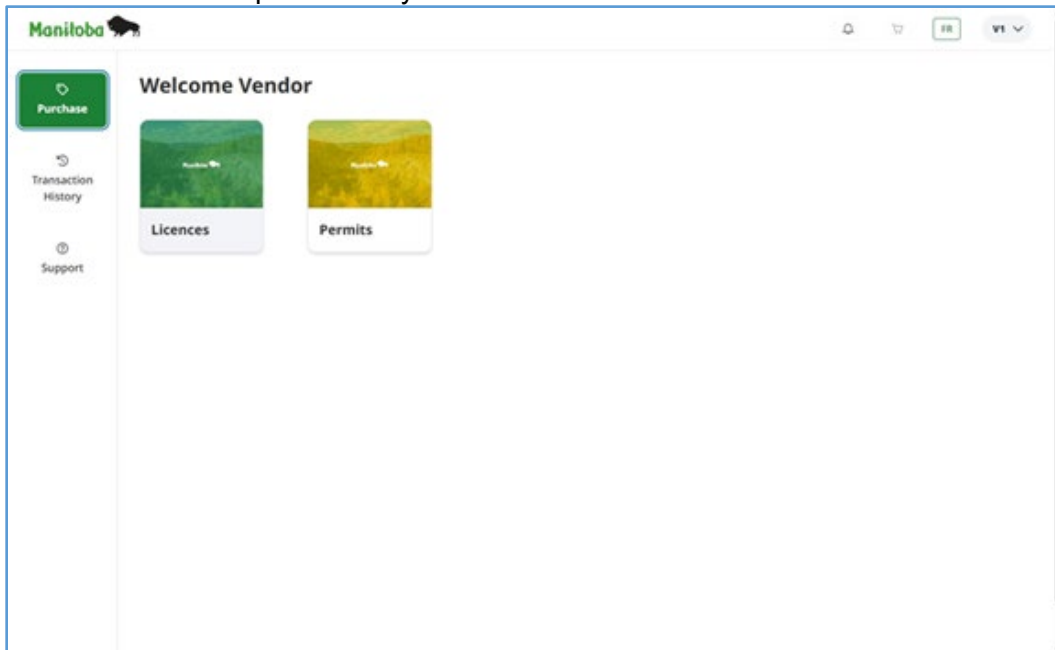


How to Purchase MB Resident Annual/One-Day Angling Licence

33. Confirm you want to complete this purchase by clicking "Complete Purchase".



34. The transaction is completed and you will return to the home screen.



If you have any further questions, please email elicensing@gov.mb.ca