

## **Please Register Your Net Client Hunter Use (NCHU) Transfer Online via the Outfitter License Amendment Record**

The system is available online 24/7. Payment will be processed online.

It's easy to do. And in just minutes, your information can be submitted and you can be on your way.

To get started, go to the Montana Department of Labor and Industry's "e-business" or "e-biz" website. You can find a link to it on your licensing board's webpage. Click or type this address into your browser: <https://ebiz.mt.gov/pol>

Enter your user name and password. Your next step is to click on "**Professional & Occupational Licensing**". You will want to select "**Update License**" to the right of your outfitter license number.

The next page will populate another link titled "**AMENDMENT**" click it! This will populate possible outfitter records you may choose to amend, choose **Outfitter License Updates** and click on "**Continue Application**."

Check the box next to "NCHU Transfer Request" and fill out the requested fields. Select "**Continue Application**" at the bottom when complete and follow the next steps for payment.

Be sure to check out the other applications in this amendment record. You will be able to update first aid, insurance and coast guard license information. You may also self-report any citations, update the board on a successorship, request new and print temporary watercraft identification decals and Register an Outfitter Assistant from Outfitter License Updates.

Any required documents can be uploaded in the attachment section of the record and any fees required can be paid in a single transaction when checking out even if you work on multiple options in one session.

Just click "**Continue Application**." When your session is complete.