# **OUT License Updates and NCHU Transfers**

Many updates to your Outfitter license can be made through your eBiz account, Update insurance information, first aid certificate, operations plans, register Outfitter Assistants and NCHU transfers requests. The following will guide outfitter licensees on transferring NCHU to another outfitter.

#### Login to your eBiz account:

#### https://ebiz.mt.gov/pol/Default.aspx

If you are having trouble logging into your account, you can contact customer service at 406-444-6880.

Once you have logged in, select your license and click on "All other Options"



#### Select "Outfitter License Updates" and continue:



Select NCHU Transfer Request:

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Enter transfer request information in the appropriate fields. The New Totals will auto populate based on the NCHU being transferred. Once you enter the numeric portion of the outfitter license, the name of the licensee will auto populate in the 'Receiving Outfitter Full Name' field. Click continue:

NCHU TRANSFER REQUEST	
Net Client Hunter Use NCHU Transfer Request:	<b>@Z</b>
NCHU CAT 2 Current Total:	40
NCHU CAT 3 Current Total:	10
NCHU CAT 2 to Transfer:	10
NCHU CAT 3 to Transfer:	5
NCHU CAT 2 New Total:	30
NCHU CAT 3 New Total:	5
Enter numeric portion of license number. An example for license number OUT-OUT-LIC-12345678 would be 12345678. Receiving Outfitter License Number: * (	12345
Receiving Outfitter Full Name:	JIM SMITH

## You should see a summary of changes:

NCHU TRANSFER REQUEST	Edit
NCHU Transfer Request:	Yes
NCHU CAT 2 Current Total:	40
NCHU CAT 3 Current Total:	10
NCHU CAT 2 to Transfer:	10
NCHU CAT 3 to Transfer:	5
NCHU CAT 2 New Total:	30
NCHU CAT 3 New Total:	5
Receiving Outfitter License Number:	12345
Receiving Outfitter Full Name:	JIM SMITH

### If the information is correct, click continue to complete the transfer amendment.

Outfitter License Updates							
1 Amendment Information	2. Review	3 Record Issuant	e				
Your application has been such Please print your record and re	essfully submitted. tain a copy for your records.						
Thank you for using our online services. Your Record Number is OUT-AMND-24001612.							
Thank you for using online services.							
View Record Details > Choose "View Record Details" to check status or make other updates.							

If you do not see a record number and successful submission notification, the transfer request was not processed.