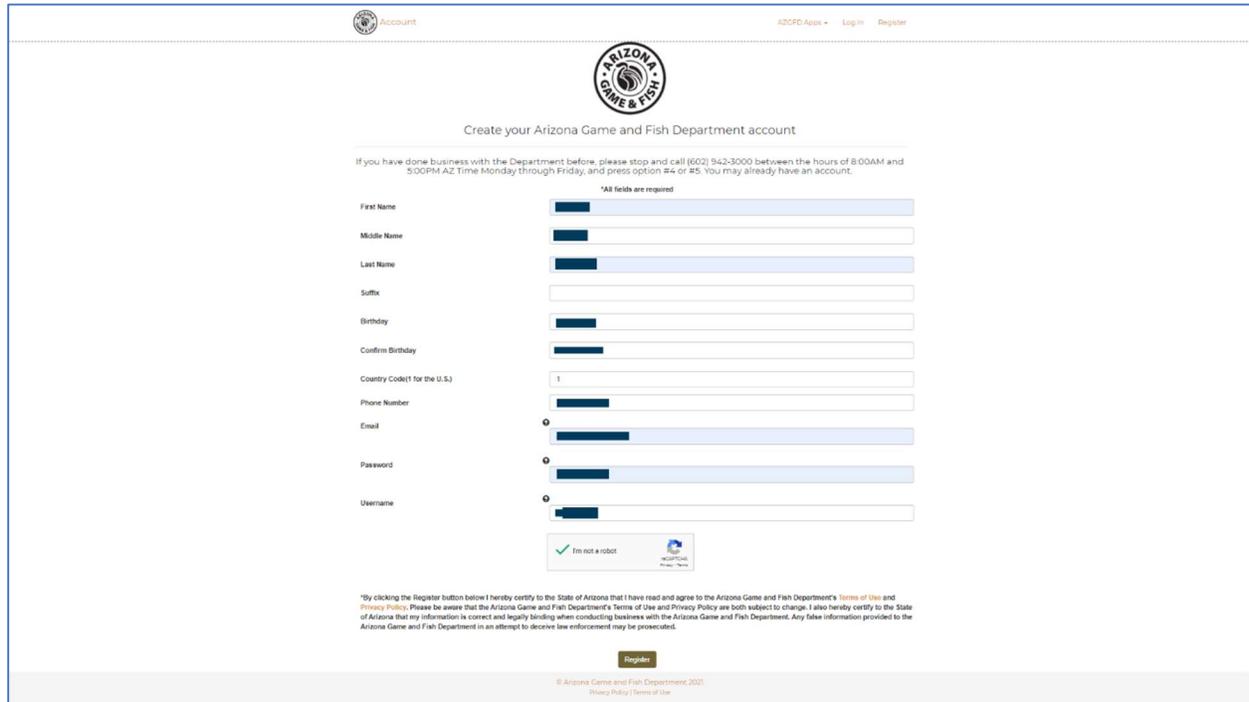


# Step by Step guide to obtaining a Fishing License Online for a Scout

Step 1: Register at <https://accounts.azgfd.com/Account/Register>

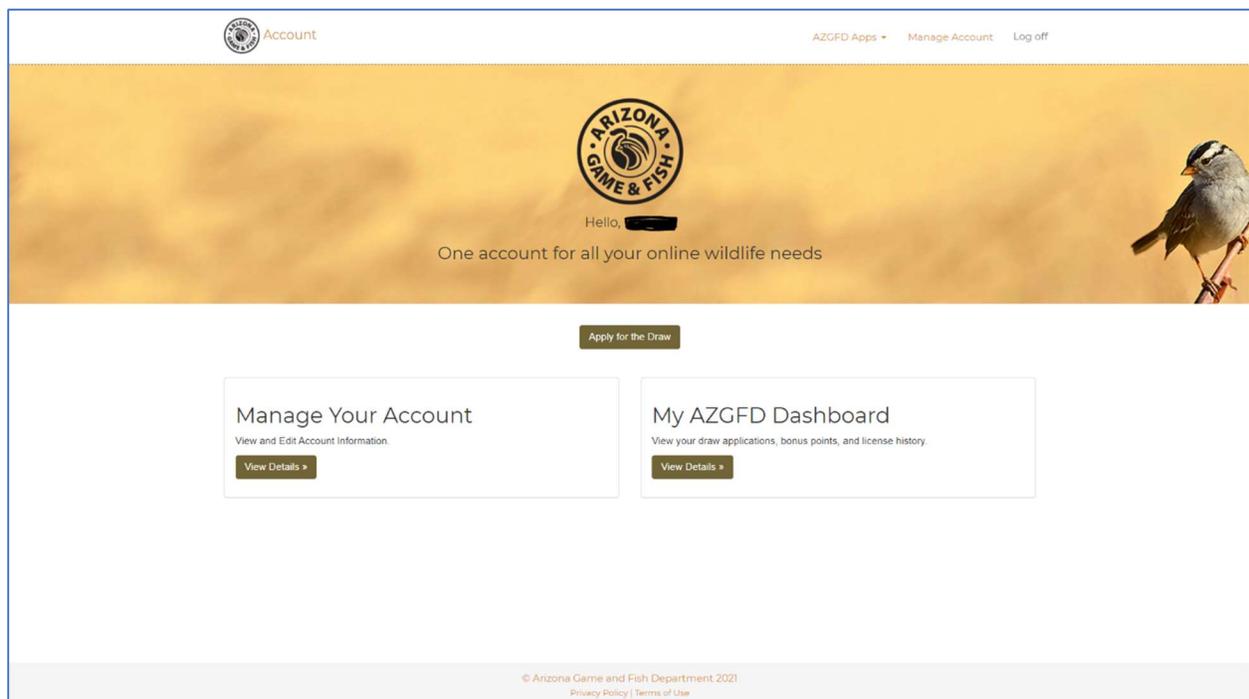
Type in Your Scout's information:



The screenshot shows the registration page for the Arizona Game and Fish Department. At the top, there is a navigation bar with the department logo, the word "Account", and links for "AZGFD Apps", "Log in", and "Register". The main heading is "Create your Arizona Game and Fish Department account". Below this, there is a note: "If you have done business with the Department before, please stop and call (602) 943-3000 between the hours of 8:00AM and 5:00PM AZ Time Monday through Friday, and press option #4 or #5. You may already have an account." A note states "All fields are required". The registration form includes fields for: First Name, Middle Name, Last Name, Suffix, Birthday, Confirm Birthday, Country Code (for the U.S.) (with a dropdown menu showing "1"), Phone Number, Email, Password, and Username. There is a "I'm not a robot" checkbox and a CAPTCHA image. At the bottom of the form is a "Register" button. Below the form, there is a disclaimer: "By clicking the Register button below I hereby certify to the State of Arizona that I have read and agree to the Arizona Game and Fish Department's Terms of Use and Privacy Policy. Please be aware that the Arizona Game and Fish Department's Terms of Use and Privacy Policy are both subject to change. I also hereby certify to the State of Arizona that my information is correct and legally binding when conducting business with the Arizona Game and Fish Department. Any false information provided to the Arizona Game and Fish Department in an attempt to deceive law enforcement may be prosecuted." At the very bottom, there is a copyright notice: "© Arizona Game and Fish Department 2021 Privacy Policy | Terms of Use".

Step 2: Validate the email address used by checking that email for a confirmation email

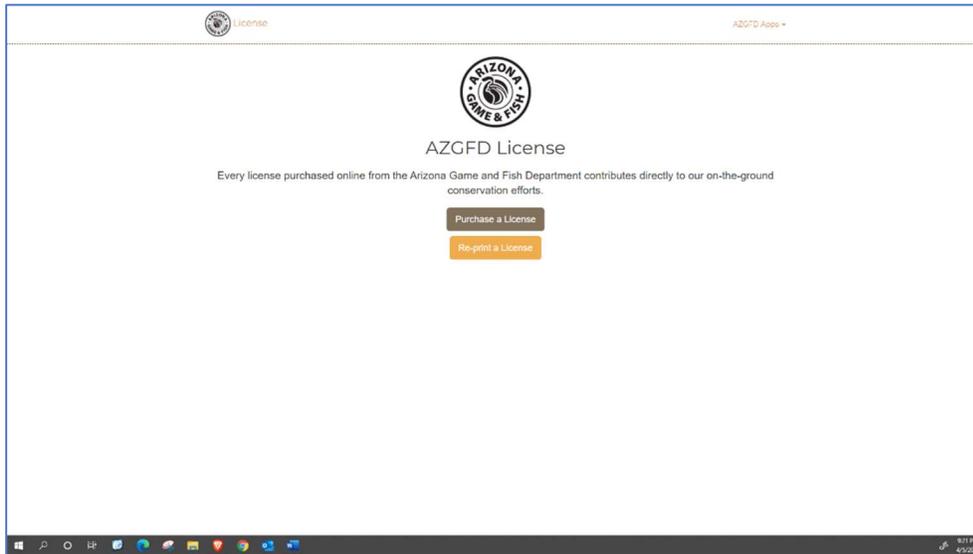
Step 3: Login back into the site with your new credentials and Select Manage Account in the Upper right:



The screenshot shows the account dashboard for the Arizona Game and Fish Department. At the top, there is a navigation bar with the department logo, the word "Account", and links for "AZGFD Apps", "Manage Account", and "Log off". The main heading is "Hello, [User Name]". Below this, there is a sub-heading: "One account for all your online wildlife needs". There is a button labeled "Apply for the Draw". Below this, there are two main sections: "Manage Your Account" with the sub-text "View and Edit Account Information" and a "View Details >" button; and "My AZGFD Dashboard" with the sub-text "View your draw applications, bonus points, and license history" and a "View Details >" button. At the bottom, there is a copyright notice: "© Arizona Game and Fish Department 2021 Privacy Policy | Terms of Use".

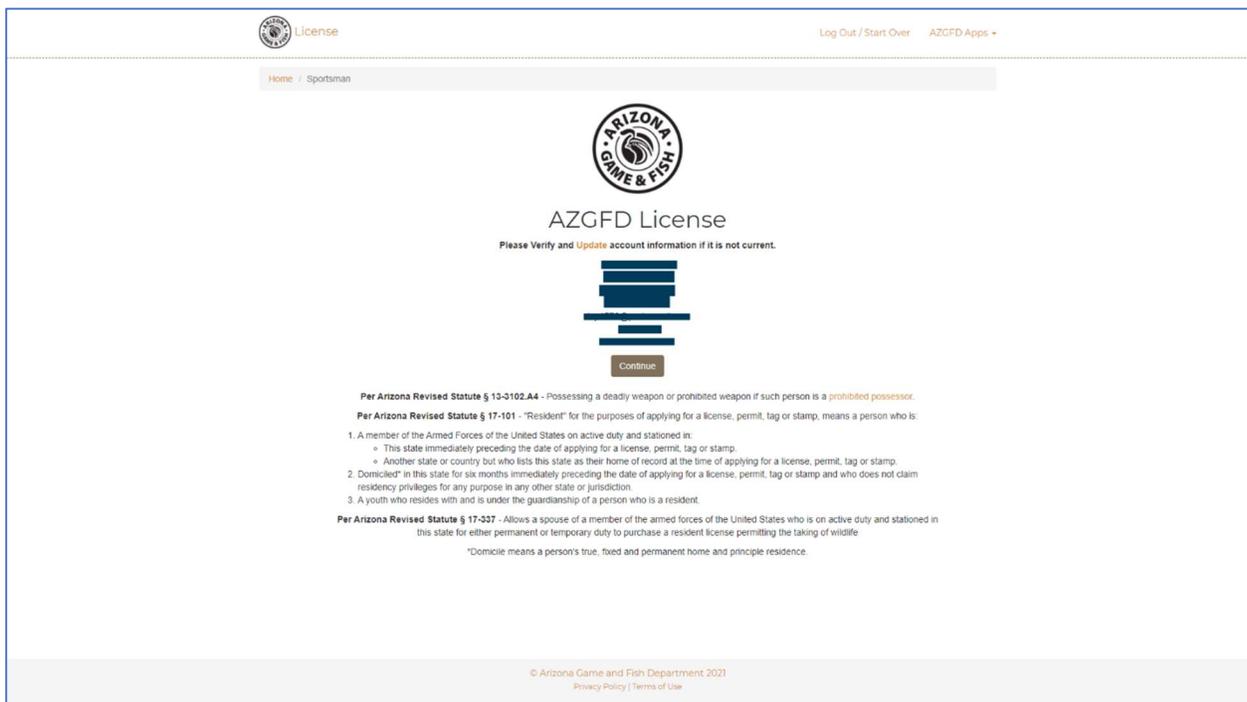
**Step 4:** Under the Manage Account, Update Customer Information, then residence address, then Residency Status in that specific order.

**Step 5:** After completing the Manage Account updates, select the pull down menu on AZGFD Apps in the upper right and select 'hunt/fish licenses', which takes you to this screen:



**Step 6:** Select 'Purchase a License'

**Step 7:** Review the Info on this page and click Continue:



Step 8: Read the Disclaimer and acknowledge and then click Submit Acknowledgement:

License

Log Out / Start Over AZGFD Apps

Home / Disclaimer

## Disclaimer

Before purchasing your license please note:

- **Your license will NOT be mailed to you.**
- You must purchase a license for each individual. In order to purchase a license for another individual, you must restart the purchase process.
- Your Receipt is not your license. After paying for your privilege(s), you must select the 'Go back to Website' link to proceed to license printing.
- Per ARS 17-332E, No refunds may be made for the purchase of a license or permit.
- You must have a working printer in order to print your licenses.
- You will not receive a physical stamp in the mail. The privilege will be printed on the license. To purchase an actual stamp, visit a Game and Fish Office or an authorized license dealer.
- You will have the option to re-print your license[s].
- Only the following Credit Cards will be accepted:
  - Visa
  - MasterCard
  - Discover Card

I acknowledge that I have read and agree to the statement above

I'm not a robot

Submit Acknowledgement

© Arizona Game and Fish Department 2021  
Privacy Policy | Terms of Use

Step 9: Set the Effective Date for 4/24/2021 and click Continue:

License

Log Out / Start Over AZGFD Apps

## Choose License Effective Date for

Please choose an effective date (AZ Time) for your license to start. The effective date can be from today up until 60 days from now.

If you are purchasing a license in order to apply for the Big Game Draw, keep in mind this license needs to be valid up until deadline day of the Big Game Draw for that species.

Effective Date

04/24/2021

Continue

© Arizona Game and Fish Department 2021  
Privacy Policy | Terms of Use

Step 10: Select the Category as Res Youth Combo and click continue:

License Log Out / Start Over AZCFD Apps +

### Choose Resident License Category for [Redacted]

Note: Valid licenses and [Redacted] for a lost paper license.

Select One  
Res Youth Combo Pricing Information

- Short-term licenses are not valid for big game drawings or hunts.
- Migratory Bird Stamps may also be added after purchase of an annual or short-term license.
- Migratory Bird Stamps are included with the Youth Combination License
- Duplicate licenses can be purchased for \$4.00 if paper licenses have been lost. However, according to AZGFD Commission Rule R12-4-103 (Part C), licenses that cannot be verified are given an end date of December 31st of the current calendar year. As stated above, reprinting valid licenses purchased online is available without a fee.
- Read more about who needs a license [here](#). Also, make sure to check the appropriate [hunting](#) or [fishing](#) regulations to ensure you are meeting proper license/stamp requirements for the activity you plan to participate in.

Annual Licenses Available	Short-term Licenses Available	Stamps Available
Price per year from date of purchase	Price per day from date of purchase (max 7 days)	Price per migratory bird season (7/01 - 6/30)
Res Youth Combo: <b>\$5.00</b>	None Available	None Available
(Youth Combination License Includes Migratory Bird Stamp)		

© Arizona Game and Fish Department 2021  
[Privacy Policy](#) | [Terms of Use](#)

Step 11: Answer the Small game Survey as applicable and Click Continue:

License Log Out / Start Over AZCFD Apps +

### Small Game Survey for [Redacted]

Providing this information helps the Department better manage wildlife.

Did you hunt small game in the past year in Arizona?  
No

Did you hunt predators/furbearers in the past year in Arizona?  
No

Continue

© Arizona Game and Fish Department 2021  
[Privacy Policy](#) | [Terms of Use](#)

Step 12: Choose whether you want to add Migratory Bird Hunting (Most will select No), then click Continue:

License

Log Out / Start Over AZGFD Apps

### Choose Resident Migratory Bird Stamp for [redacted]

The Migratory Bird Stamp allows take of band-tailed pigeons, moorhens, coots, doves, ducks, geese, snipes, and swans (July 1<sup>st</sup> - June 30<sup>th</sup>) with a valid hunting or combination license. The Migratory Bird Stamp is included with the Youth Combination License.

Do you also want to purchase a migratory bird stamp?

No

Migratory Bird Stamp
Year: 2021
Valid: 7/1/2021 - 6/30/2022
Price: \$5.00

Continue

© Arizona Game and Fish Department 2021  
Privacy Policy | Terms of Use

Step 13: Review the License purchase info and click Continue:

License

Log Out / Start Over AZGFD Apps

### License Review

License/Stamp	License Year	Start Date (AZ Time)	End Date (AZ Time)	Item Price (* Days)	Total Price
Res Youth Combo for [redacted]	2021	4/23/2021	4/22/2022	\$5.00	\$5.00

Total Amount: \$5.00

Change License Selection

Please make sure you review your selection before moving on.  
Per ARS 17-332E, once purchased, licenses and stamps cannot be returned for refund or exchange.

Continue

© Arizona Game and Fish Department 2021  
Privacy Policy | Terms of Use

## Step 14: Select "Pay" to be redirected to the Payment Information Screens:

The screenshot shows a web page titled "License" with a navigation bar at the top containing "Log Out / Start Over" and "AZCFD Apps". The main heading is "Payment". Below the heading, there is instructional text: "Click the Pay button **once** below to pay for your license. You will be redirected to CyberSource, our secure payment processor. Once you successfully pay through CyberSource, click the "Return to Website" button to finish printing your license." This is followed by two lines of text: "After successful payment you will be emailed a payment receipt to the email provided during billing." and "You will also be sent an additional email with a license re-print link (expires after 24 hours)."

License Type: 2021 7419 - Res Youth Combo for [REDACTED]
License Valid: 4/24/2021 - 4/23/2022
License Price: \$5.00 (x 1)

Total Fee: \$5.00

Pay

© Arizona Game and Fish Department 2021  
Privacy Policy | Terms of Use

## Step 15: Complete the Payment pages and then Print your License.

Congratulations, you are done!