

**The Idaho Department of Fish and Game considers the following document to be an agency guidance document for purposes of Idaho Executive Order 2020-002. The guidance document is not new law; it is the Department's interpretation or implementation of existing law.**

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## IDAHO DEPARTMENT OF FISH AND GAME

### Procedure for Sold Out License Items

#### PROCEDURE NO.: ADM-3.0

Revision Date: March 2020

The Idaho Fish and Game Commission may determine and set limits on licenses, tags or permits to be issued based on geographical area, big game management unit, by species, license category, customer demographics or biological needs. The following procedure should be used to handle sold out licenses, tags and permits that are returned after the sellout date.

#### A. Quota and Capped Big Game Tags

1. **Nonresidents:** The department may make returned tags available for purchase on the second and fourth Thursday of each month, starting the second Thursday of April at 10:00 a.m. Mountain Time on a first-come, first-serve sale.
2. **Residents:** The department may make returned tags available for purchase on the second and fourth Thursday of each month, starting the fourth Thursday in July at 10:00 a.m. Mountain Time on a first-come, first-serve sale.
3. IDFG will publish returned tag counts on the department website on the Tuesday before each Thursday sale, starting April for nonresident tags and the fourth Tuesday of July for resident tags. The webpage with the returned tag counts will expire as the sale begins at 10:00 a.m. Mountain Time, to prevent public confusion since tag counts on that page will no longer be accurate.
4. Customers currently holding an over-the-counter big game tag may exchange the big game tag for an available returned tag of the same species at an IDFG office, online, or by phone. The tag the customer currently holds must be returned to IDFG before the new exchanged tag will be released to the customer. All appropriate exchange fees apply.
  - i. When a customer exchanges their tag online or through telesales, they must mail their current tag to IDFG Licenses before the exchanged item will be released to the customer.
5. A tag returned the week of the sale may not be available that same week.

#### B. Returned Deer, Elk, Pronghorn and Fall Bear Controlled Hunt Tags

1. After the first-come, first serve leftover controlled hunt tag sale occurs (currently August 25 as provided in rule), the department may make returned/declined controlled hunt tags available using the below process. This process excludes unlimited hunt tags, which are exempt from the August 1 purchase deadline.
  - i. The returned/declined controlled hunt tags will be available for purchase as a leftover hunt on the second and fourth Thursday of each month, starting the second Thursday of September at 10am Mountain Time on a first-come, first-served sale.



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- ii. If there are already existing leftover tags being sold in the hunt then the tag will be added to the leftover count when the License section receives notification during normal business hours, instead of waiting for the Thursday sale.
2. IDFG will publish returned/declined controlled hunt tag information on the department website on the second and fourth Tuesday of each month, starting the second Tuesday of September. The webpage with the returned tag counts will expire before the sale begins, to prevent public confusion since tag counts on that page will no longer be accurate.
3. There is no guarantee that a tag returned/declined will be available the same week it is returned.

#### C. Capped Licenses or permits

1. **Nonresidents:** The department may make returned over-the-counter capped license items available for purchase on the second and fourth Thursday, starting the second Thursday of April at 10am mountain time on a first-come-first-serve sale.
2. There is no guarantee that a license or permit returned the week of the sale will be available.
3. IDFG will publish returned license counts on the department website on the second and fourth Tuesday of each month, starting the second Tuesday of April. The webpage with the returned tag counts will expire before the sale begins, to prevent public confusion since tag counts on that page will no longer be accurate.