

## Printing Licence-related Documents: Step-by-Step

1. Click the “Print Documents” link under the “Licensing” section of the left-navigation menu.

**NOTE:** To participate in a fishery, you must print and carry onboard your licence, licence conditions, and any other documents required in your fisheries management plan.

The screenshot shows a web application interface with a left navigation menu and a main content area. The navigation menu includes sections for Profile, Licensing, Requests, and Payments. The 'Print Documents' link under the 'Licensing' section is circled in orange. The main content area has a header with instructions and a table of 'Licence / Conditions Documents'.

Click on the Document Name to download or open it (depending on your browser settings). NOTE: You will need the Adobe Reader to print and view documents. The software can be obtained free from the [Adobe Web site](#)

**Available Accounts**

Available Accounts

**Licence / Conditions Documents**

Document Name	Date Issued	Licence Name	Licence Number	Year	Type
<a href="#">Licence Conditions</a>	2014-04-28 10:07			2014	Licence Conditions
<a href="#">Licence Conditions</a>	2014-04-25 11:47			2014	Licence Conditions

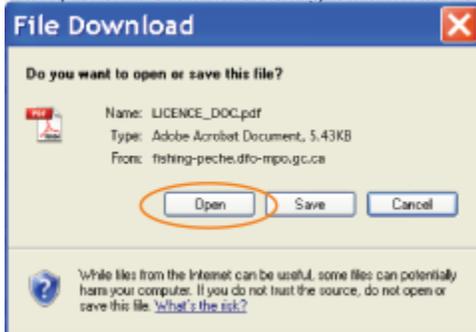
2. Click the document link in the “Document Name” column that you wish to print.

**NOTE:** If you represent more than one fishing licence holder or organization, a drop-down menu of available accounts will appear at the top of the screen. Once you choose an account, the Licence / Conditions Documents will appear.

Licence / Conditions Documents					
Document Name	Date Issued	Licence Name	Licence Number	Year	Type
<a href="#">Licence Conditions</a>	2014-04-28 10:07			2014	Licence Conditions
<a href="#">Licence Conditions</a>	2014-04-25 11:47			2014	Licence Conditions

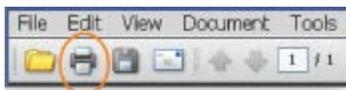
3. Click the “Open” button when the “File Download” pop-up window appears.

**TIP:** Make sure you have a portable document format (PDF) reader installed on your computer as all licensing documents on the system are in PDF format.



**NOTE:** To print the document from another computer (or to save the document on your computer), click the “Save” button. Next, select the folder on your computer or an external drive (e.g., a USB key) and click the “Save” button.

4. Click the printer icon on the tool bar of your PDF reader.



Date modified:  
2014-09-15