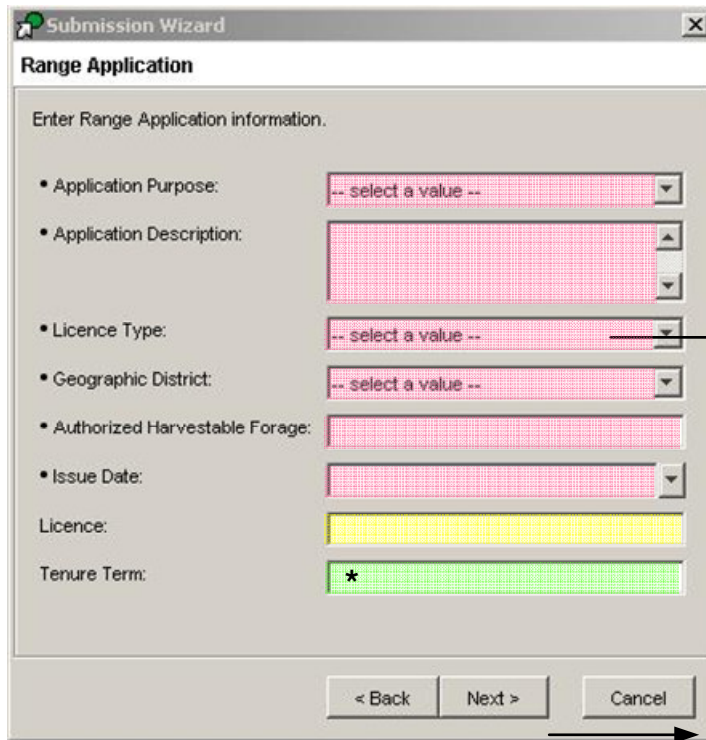


1. Use 'BC Albers / NAD 83' as the most compatible Coordinate System with LRDW.
2. All Mandatory entries are marked with an '*' preceding the attribute name. Ensure the information is available.
3. **Tenure Term** is a mandatory entry for new submissions.
4. **Hay Cutting Area Number** is mandatory when a range tenure corresponds to a hay cutting area.
5. If you are adding a new range block to an existing Range Application ensure the Range **Application Purpose** is A-Amendment and the Range Block **Application Purpose** is N-New.
6. Review warning flags in Submission Content Window to ensure all minimum requirements are met.
7. Range Application does **NOT** require a spatial layer.
8. Range blocks require a spatial layer for each block in the submission.
9. If you are amending an existing range block or adding a new block to an existing Range Application only the new or amended spatial block is required.
10. Legal Description is mandatory for each Range Block in the Range Application submission.
11. Validate the spatial layers and clean up as required.
12. Calculate the area for the blocks as required.
13. Visually inspect the submission for correct geo-referencing using the WMS query tool.
14. Retain Submission ID on successful upload.



Submission Wizard
Range Application

Enter Range Application information.

- Application Purpose: -- select a value --
- Application Description:
- Licence Type: -- select a value --
- Geographic District: -- select a value --
- Authorized Harvestable Forage:
- Issue Date:
- Licence:
- Tenure Term: *

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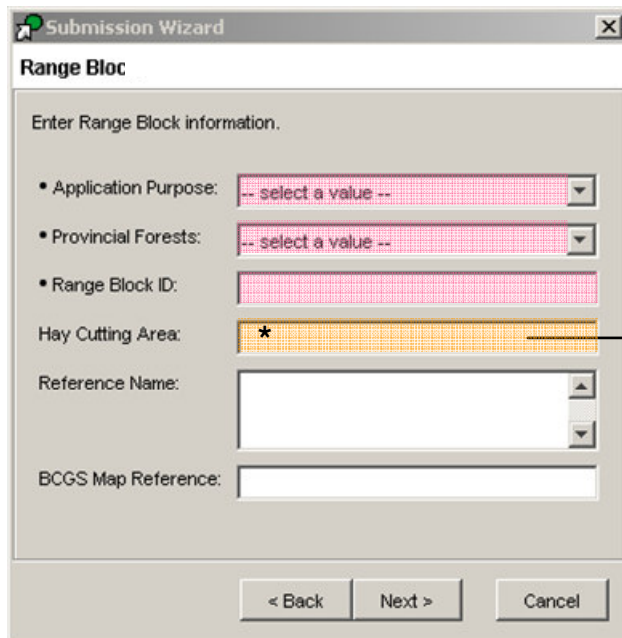
Mandatory field

Required when Application Purpose is "N - New"

LICENCE TYPE	CODE
Grazing Licence	E01
Grazing Permit	E02
Non-Replaceable Grazing Permit	E03
Hay Cutting Licence	H01
Hay Cutting Permit	H02
Non-Replaceable Haycutting Permit	H03

* **Tenure Term:**
tenure term value must be entered as number of months

Required when Application Purpose is "A - Amendment"



Submission Wizard
Range Bloc

Enter Range Block information.

- Application Purpose: -- select a value --
- Provincial Forests: -- select a value --
- Range Block ID:
- Hay Cutting Area: *
- Reference Name:
- BCGS Map Reference:

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* **Hay Cutting Area:**
Required when a range tenure corresponds to a hay cutting area