

R657. Natural Resources, Wildlife Resources.

R657-42. Fees, Exchanges, Surrenders, Refunds, and Reallocation of Wildlife Documents.

R657-42-1. Purpose and Authority.

(1) Under the authority of Sections 23A-4-201 and 23A-4-207 the division may issue wildlife documents in accordance with the rules of the Wildlife Board.

(2) This rule provides the standards and procedures for the:

- (a) exchange of permits;
- (b) surrender of wildlife documents;
- (c) refund of wildlife documents;
- (d) reallocation of permits; and
- (e) assessment of late fees.

R657-42-5. Refunds.

(1) The refund of a license, certificate of registration or permit shall be made in accordance with:

- (a) Section 23A-4-207 and Rule R657-50;
- (b) Section 23A-4-301 and Subsection (3); or
- (c) Section 23A-4-207 and this section.

(2)(a) An application for a refund may be obtained from any division office.

(b) All refunds must be processed through the Salt Lake Division office.

(c) Except for an individual applying for a refund under Subsection (3), an individual may apply for a refund up to 90 days after the expiration of the wildlife document.

(d) The division may reject an application for a refund that is incomplete.

(3) A person may receive a refund for a wildlife document if that person was deployed or mobilized on or after September 11, 2001, in the interest of national defense or national emergency and is thereby completely precluded from participating in the hunting or fishing activity authorized by the wildlife document, provided:

- (a) the refund request is made to the division within one year of the end of the hunting or fishing season authorized by the wildlife document;
- (b) the person surrenders the wildlife document to the division, or signs an affidavit stating the wildlife document is no longer in the person's possession; and
- (c) the person verifies that the deployment or mobilization completely precluded them from participating in the activity authorized by the wildlife document; and

(d) the person provides military orders, or a letter from an employment supervisor on official public health or public safety organization letterhead stating:

(i) the branch of the United States Armed Forces, or name of the public health organization or public safety organization from which they were deployed or mobilized; and

(ii) the nature and length of their duty while deployed or mobilized.

(4) The division may issue a refund for a wildlife document if the person to whom it was issued dies before participating in the hunting or fishing activity authorized by the wildlife document, provided the person legally entitled to administer the decedent's estate provides the division with:

(a) picture identification;

(b) letters testamentary, letters of administration, or such other evidence establishing the person is legally entitled to administer the affairs of the decedent's estate;

(c) a photocopy of the decedent's certified death certificate; and

(d) the wildlife document for which a refund is requested.

(5)(a)(i) A person may receive a refund for a once-in-a-lifetime or limited-entry permit provided the permit is surrendered to the division no less than 30 days before the season opening date identified on the permit.

(ii) A person may receive a refund for a general season permit that must be surrendered to accept a reallocated limited entry permit for the same species.

(b) The established wildlife document refund fee will not be assessed on general season permits surrendered under Subsection (5)(a)(ii).

(6) The division may issue a refund for a wildlife document if the person to whom it was issued was precluded from participating in the activity authorized by the wildlife document due to COVID-19 related personal health concerns or general public health restrictions imposed by the federal government, a state, or a local government.

(7) The director may determine that a person did not have the opportunity to participate in an activity authorized by the wildlife document.

(8) Notwithstanding any other provision ~~is~~ of this rule, the division may reinstate a bonus point or preference point, whichever applies, and waive waiting periods, if applicable, when issuing a refund in accordance with this section.

(9) If eligible, pursuant to Rule R657-38, Dedicated Hunter Certificates of Registration obtained during 2022 or 2023 may be surrendered, and receive a partial refund and partial reinstatement of Dedicated Hunter preference points if the drawn hunting area becomes either a restricted weapon hunt or restricted antler hunt during the enrollment.

- (a) [Point reinstatement will be proportional to the number of years remaining in the COR, rounded down to the nearest whole number.](#)
- (b) [Refund of the original Certificate of Registration fee will be proportional to the number of remaining years within the enrollment.](#)
- (c) [Application fees will not be refunded.](#)
- (d) [Completed service hours will not be refunded or applied toward any other Dedicated Hunter enrollment.](#)

R657-42-8. Accepted Payment of Fees.

- (1) Personal checks, business checks, money orders, cashier's checks, and credit or debit cards are accepted for payment of wildlife documents.
- (2) Personal or business checks drawn on an out-of-state account are not accepted.
- (3) Third-party checks are not accepted.
- (4) All payments must be made payable to the Utah Division of Wildlife Resources.
- (5)(a) Credit or debit cards must be valid at least 30 days after any drawing results are posted.
- (b) Checks, and credit or debit cards will not be accepted as combined payment on single or group applications.
- (c) If applicants are applying as a group, all fees for all applicants in that group charged to a credit or debit card may be charged to multiple cards.
- (d) Handling fees and donations are charged to the credit or debit card when the application is processed.
- (e) Application amendment fees must be paid by credit or debit card.
- (f) Permit fees may be charged to the credit or debit card prior to the posting date of the drawings, if successful.
- (g) The division shall not be held responsible for bank charges incurred for the use of credit or debit cards.
- (6)(a) An application is voidable if the check is returned unpaid from the bank or the credit or debit card is invalid or refused.
- (b) The division charges a returned check collection fee for any check returned unpaid.
- (7)(a) A license or permit is voidable if the check is returned unpaid from the bank or the credit or debit card is invalid or refused.
- (b) The Division may ~~make~~ attempt to contact the successful applicant to collect payment prior to voiding the license or permit.
- (8)(a) A license or permit received by a person shall be deemed invalid if payment for that license or permit is not received, or a check is returned unpaid from the bank, or the credit or debit card is invalid or refused.
- (b) A person must notify the division of any change of credit or debit card numbers if the credit or debit card is invalid or refused.
- (9) Hunting with a permit where payment has not been received for that permit constitutes a violation of hunting without a valid permit.
- (10) The division may require a money order or cashier's check to correct payment for a license, permit, or certificate of registration.
- (11) Any person who fails to pay the required fee for any wildlife document, shall be ineligible to obtain any other wildlife document until the delinquent fees and associated collection costs are paid.
- (12) The Division may take any of the following actions when a wildlife document is voided for nonpayment or remains unissued and unpaid:
 - (a) reissue the wildlife document using the alternate drawing list for that document;
 - (b) reissue the wildlife document over-the-counter; or
 - (c) elect to withhold the wildlife document from reissuance.
- (13) The Division may reinstate the applicant's bonus points or preference points and waive waiting periods, where applicable, when:
 - (a) voiding a permit in accordance with this section and the permit is reallocated;
 - (b) withholding a wildlife document from a successful applicant for nonpayment and the permit is reallocated; or
 - (c) full payment is received by the successful applicant on a voided or withheld wildlife document that is not reallocated.

R657-42-10. Duplicates.

- (1) If an unexpired wildlife document is destroyed, lost or stolen, a person may obtain a duplicate from a division office or online license agent~~;~~ for a duplicate fee as provided in the fee schedule.
- (2) The division may waive the fee for a duplicate unexpired wildlife document, provided the person did not receive the original wildlife document.
- (3) To obtain ~~the~~a duplicate wildlife document, the applicant may be required to complete an affidavit testifying to such loss, destruction or theft.

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Authorizing, and Implemented or Interpreted Law: 23A-4-201; 23A-4-207; 23A-4-301