

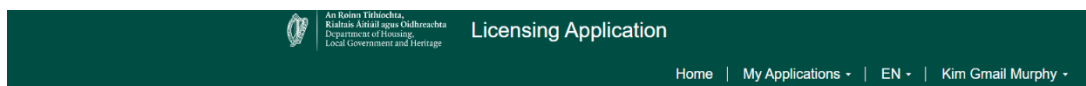


Deer Hunting Licence - Renewal Applicant

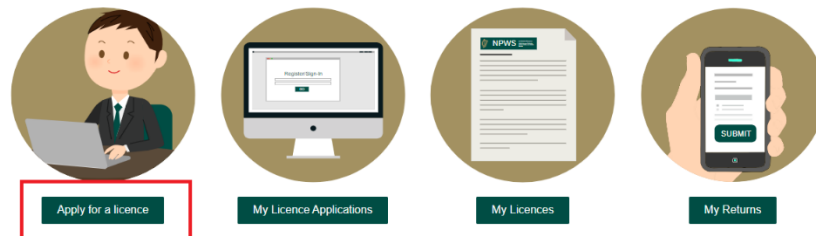
Once you have logged into the portal and completed your Profile you will be brought to the following screen.

Once you have logged into the portal and completed your Profile you will be brought to the following screen.


1. Click on **Apply for a Licence** (see below in Red)



Welcome to Heritage Licensing & Consents



2. On the next screen. Click on **Hunting Licence** in (see below in Red).

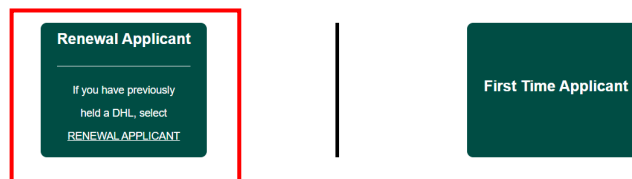
 I wish to apply for a

- Deer
- Hunting Licence**
- Serious Damage Permit

3. On this screen. Click on **Renewal Applicant** (see below in Red).

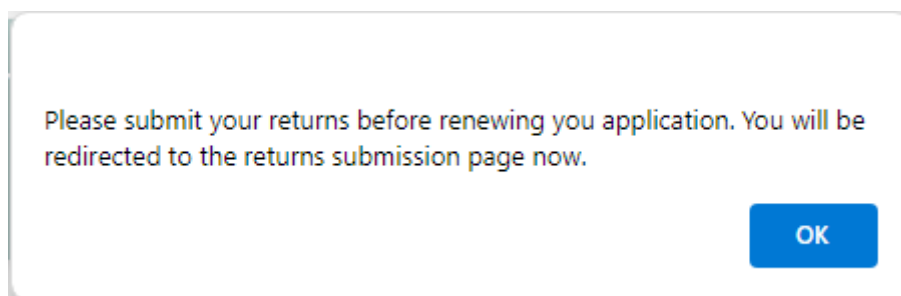
I am applying as a:

If you previously held a Deer Hunting Licence (DHL) please click on Renewal Applicant



At this point a popup screen will appear, to tell you that you will be redirected to the returns page where you can enter in your returns for last season.

4. Click **OK** on this popup screen to continue



5. On the next screen below, you can enter your returns.

Name *
—

Licence
DHL900142

Licence Application
—

Licence/Permit Type
Deer - S29

Season *
Select

Please click the "Add Deer Return" button to enter the number, species and gender of deer shot.

Add Deer Return

| Deer Returns ID | County | Wildlife | Species | Total Returns |
|----------------------------------|--------|----------|---------|---------------|
| There are no records to display. | | | | |

If this is your FULL and FINAL return for the Season then click "Yes" - If this is NOT your FULL and FINAL return, then click "No"

No Yes

Submit

- On this screen you now need to enter your hunting information. First, click the dropdown under **Season** and select the last season you held a licence for.

Name *
—

Licence
DHL900142

Licence Application
—

Licence/Permit Type
Deer - S29

Season *
Select

- 2019/2020
- 2020/2021
- 2021/2022
- 2022/2023
- 2023/2024
- 2024/2025
- 2025/2026
- 2026/2027

er the number, species and

- You are now ready to start entering your Deer Hunting Return Information. Click on **Add Deer Return** button to proceed (see below in Red).

Please click the "Add Deer Return" button to enter the number, species and gender of deer shot.

Add Deer Return

Deer Returns ID County Wildlife Species Total Returns

There are no records to display.

If this is your FULL and FINAL return for the Season then click "Yes" - If this is NOT your FULL and FINAL return, then click "No"

No Yes

On this screen you can enter the County, species/gender and the number shot under a Section 29 for each month.

8. Click on the **drop down arrow on the right** (see below in Red) to select **County**, and **Species**. The **Wildlife** will automatically be set to "Deer".
9. Then, under each month type the amount of deer shot.

Edit

This site is private: Only specific people can view this site. [Learn more](#) Signed in as Emma Cummins

Deer Returns ID
—

Licence
DHL900142

County *
Select

Wildlife
Deer

Species: (M = Males over 1 year: F = Females over 1 year: J = Juvenile under 1 year) *
Select

Please enter deer returns for each relevant month.

| | | |
|----------------------|----------------------|----------------------|
| January | February | March |
| <input type="text"/> | <input type="text"/> | <input type="text"/> |
| April | May | June |
| <input type="text"/> | <input type="text"/> | <input type="text"/> |

10. Once you have completed the Deer Hunting Information section, the total number of that species will be totalled automatically.

11. Now click submit.

Edit

Species: (M - Males Over 1 year, F - Females Over 1 year, J - Juvenile Under 1 year)

Sika Male

Please enter deer returns for each relevant month.

| | | |
|--|--|---|
| January <input type="text" value="5"/> | February <input type="text"/> | March <input type="text"/> |
| April <input type="text"/> | May <input type="text" value="4"/> | June <input type="text"/> |
| July <input type="text"/> | August <input type="text"/> | September <input type="text" value="10"/> |
| October <input type="text"/> | November <input type="text"/> | December <input type="text"/> |

Total

Submit

12. To add returns for other species and counties, click on **Add Deer Return** button again (see below in Red) and continue as above Steps 8 – 11. You will also notice in Red below you can see your Deer Returns which you have just completed.

| | | | |
|---------------------|-----------|---------------------|------------|
| Name * | — | Licence | DHL900142 |
| Licence Application | — | Licence/Permit Type | Deer - S29 |
| Season * | 2025/2026 | | |

Please click the "Add Deer Return" button to enter the number, species and gender of deer shot.

| | | | | | Add Deer Return |
|-----------------|----------|----------|-----------|---------------|------------------------|
| Deer Returns ID | County | Wildlife | Species | Total Returns | |
| DHL900142 | Co. Cork | Deer | Sika Male | 19 | ▼ |
| | | | | Total Returns | 19 |

If this is your FULL and FINAL return for the Season then click "Yes" - If this is NOT your FULL and FINAL return, then click "No"

No Yes

Submit

13. Once you have added all your Deer Returns for the Season. Click on the **Yes** button to confirm that this is your full and final return and then click on the **Submit** button to submit the returns. Only choose **Yes** if you have filled in all returns for the full season.

If this is your FULL and FINAL return for the Season then click "Yes" - If this is NOT your FULL and FINAL return, then click "No"

No Yes

Submit

14. When you click the submit button a pop up menu appears to make sure this is your full and final return for the Season. Click on **Ok** to proceed.

Are you sure that this is your FULL and FINAL return for the Season. If this is NOT your FINAL return, do not tick the box.
Please note that you will not be able to edit after you click OK.
This return will move to the closed Deer return list.
You can return by clicking cancel and changing your confirmation to 'NO'

[OK](#) [Cancel](#)

15. On the next screen, click on **Apply for Licence** to apply for your Licence (see below in Red).

Deer Returns List

To submit your Digital Return, please click on the dropdown arrow at the end of the relevant entry under 'Active Deer Returns' below.

Active Deer returns

| Deer Returns ID ↓ | Season | Licence | Total Section 29 | Total Section 42 | Created On ↓ |
|----------------------------------|--------|---------|------------------|------------------|--------------|
| There are no records to display. | | | | | |

Closed Deer returns

| Deer Returns ID ↑ | Season | Licence | Total Section 29 | Total Section 42 | Created On |
|-------------------|-----------|------------|------------------|------------------|--------------------|
| 1000010 | 2023/2024 | DHL1000045 | 1 | 1 | 28/05/2024 2:58 PM |

[Apply for a Licence](#)

16. On the next screen, click on **Deer Hunting Licence** button to proceed (see below in Red).



 I wish to apply for a

Deer

Hunting Licence

Serious Damage Permit

17. You will now see the following screen, since you previously held a Deer Hunting Licence. Click on **Renewal Applicant** to proceed (see below in Red).

I am applying as a:

If you previously held a Deer Hunting Licence (DHL) please click on **Renewal Applicant**

Renewal Applicant

If you have previously
held a DHL, select
RENEWAL APPLICANT

First Time Applicant

18. On the next screen you start your Deer Hunting Licence Application. On this screen please note the documents that you will need to continue with the application.

- Training Certification (Optional)
- Irish Fire Arms Certificate or Firearm Proof of Purchase (Required)

19. To continue click on **Next** (see below in Red).

Deer Hunting Licence Application

1 Instructions 2 Applicant 3 Land 4 Firearms 5 Documents 6 Final

Instructions

Licence Application ID
1000025

As a Renewal applicant resident in Ireland please ensure you have the following documents ready to upload:

- Training Certificate (optional)
- Irish Fire Arms Certificate or Firearm Proof of Purchase (required)

Next

20. On this screen you are asked if you are associated with a Commercial Tour Operator - if you are, click on the drop down menu and select **Yes** if you are not, leave it as **No**. In this example, the applicant is not associated with a Commercial Tour Operator.

21. Then click on the **Next** button (see below in Red) to continue with application.

Deer Hunting Licence Application

1 Instructions ✓ 2 Applicant 3 Land 4 Firearms 5 Documents 6 Final

Application Details

| | |
|--|------------------------------------|
| Licence Type * | Deer Licence Application ID |
| Deer | 1000025 |
| Season * | |
| 2024/2025 | |
| Open Season Dates | |
| Applicant Name * | |
| Joe Soap | |
| Are you associated with a Commercial Tour Operator? | |
| <input type="text" value="No"/> | |

22. This screen is the Landowner/Sporting Rights Owner Declaration, read this declaration and click **Yes** to agree to the Declaration then click on the **Next** button to proceed.

Deer Hunting Licence Application

1 Instructions ✓ 2 Applicant ✓ 3 Land 4 Firearms 5 Documents 6 Final

Landowner/Sporting Rights Owner Declaration

I hereby declare that I will seek and receive permission to hunt from the landowner / sporting rights owner of any lands on which I propose to hunt a protected wild animal under the Wildlife Acts 1976 to 2023, and I shall not enter onto lands or hunt thereon without prior permission of the owner. I understand that any licence issued to me on foot of this application does not authorise me to enter on to lands, or to hunt thereon, without the permission of the owner.

I also understand that, if I engage in hunting or carry a firearm or shoot over or into land without permission, I may be liable to a prosecution under section 44 of the Wildlife Acts, 1976.

Agree to Declaration

No Yes

The next screen is the firearms details Declaration section.

23. First, select whether you are using your own firearm. If you select **Yes**, skip to step 25.

Firearm Details & Declaration

Will you be using your own Firearm?

No Yes

24. If you select **No** you will be asked for the details of the firearm owner.

Firearm Details & Declaration

Will you be using your own Firearm?

No Yes

Name of the Firearm Owner *

Phone Number *

Provide a telephone number

Address of the Firearm Owner *

25. Click on the **drop down** arrow beside **Calibre 1** to enter the Calibre of your firearm (see below in Red). Then click in the **Grain Weight** box 1 and enter the grain weight of your firearm (see below in Red). If you have more than one firearm continue to enter the details under Calibre 2 and Calibre 3 etc.

26. Now read the Fire Arms Declaration. Then Click on **Yes** to agree to the declaration (see below in Red) and click **Next** button to continue with the application (see in Red below).



Deer Hunting Licence Application

1 Instructions ✓ 2 Applicant ✓ 3 Land ✓ 4 Firearms 5 Documents 6 Final

Firearm Details Declaration

Please confirm calibre and grain weight for each firearm you wish to carry

| | |
|---|---|
| Calibre 1 * * <input type="text" value="Select"/> | Grain Weight 1 * <input type="text"/> |
| Calibre 2 <input type="text" value="Select"/> | Grain Weight 2 <input type="text"/> |
| Calibre 3 <input type="text" value="Select"/> | Grain Weight 3 <input type="text"/> |

I hereby declare that I intend to use a firearm to hunt and kill any exempted wild mammal (other than a hare), pursuant to, and in accordance with any order under Section 25 of the Wildlife Act 1976 to 2023 (Open Seasons Order) which is for the time being in force.

I confirm that I will use a firearm and ammunition of the type and calibre outlined in S.I. 239 of 1977. The firearms and ammunition specified is of a minimum calibre weapon that is a rifle of not less than .22 calibre with a muzzle energy of not less than 1,700 foot pounds, which uses bullets weighing not less than 55 grains. I understand that it is an offence under the Wildlife Act 1976 to 2023 to hunt deer using firearms and ammunition of any type and calibre other than the type and calibre specified in S.I. 239 of 1977.

Agree to Declaration

No Yes

27. On this screen you need to upload the required documents:

- Training Certificate (Optional)
- Irish Fire Arms Certificate, Firearm Proof of Purchase, or Firearm Proof of Consent (Required)

28. To upload any of the documents click on the **Green buttons** below (**Training Certificate button, Irish Firearm Certificate button, Firearm Proof of Purchase button or Other button**), in the example below the applicant is uploading an Irish Firearm Certificate.

29. Click on **Irish Firearm Certificate** button in green (see below in Red).

Documents

Please upload the following documents here.

As a Renewal applicant resident in Ireland please ensure you have the following documents ready to upload:

- Training Certificate (optional)
- Irish Firearms Certificate or Firearm Proof of Purchasing or Consent (required)

| Type ↑ | Certificate Number |
|--|-------------------------------------|
| There are no records to display. | |
| <p>Please confirm you have uploaded all required documents</p> <p><input checked="" type="radio"/> No <input type="radio"/> Yes</p> | |
| <input type="button" value="Previous"/> | <input type="button" value="Next"/> |

The following screen will appear:

30. Enter in the **Certificate Number, if applicable**. If you don't have a certificate number, enter N/A

Type *
Irish Firearm Certificate

File Uploaded
 No Yes

Certificate Number *

Files

[+ Add files](#)

There are no folders or files to display.

[Send](#)

31. Now click on Add **Files** to add your document.

Type *
Irish Firearm Certificate

File Uploaded
 No Yes

Certificate Number *

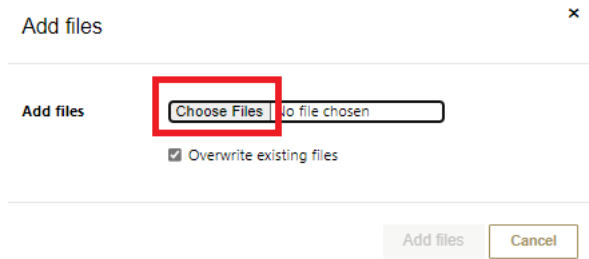
Files

[+ Add files](#)

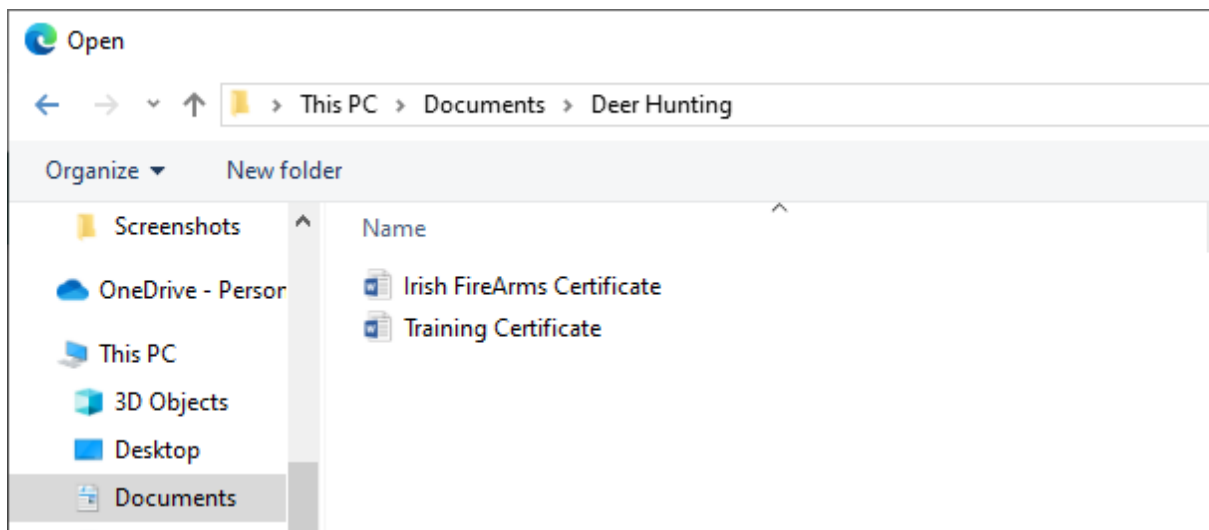
There are no folders or files to display.

[Send](#)

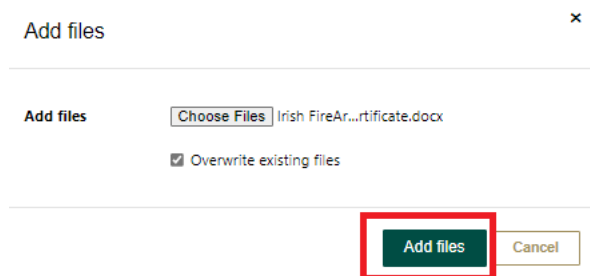
32. The following screen appears, click on **Choose Files** (see below in Red).



33. Then browse to the location on your PC where the files are located, and Select the **File** and Click on **Open**.



34. The File will then be added (see below). On the following screen click on **Add Files** (see below in Red)



35. Now click on the **Send** button (see below in Red).

Edit


Irish Firearm Certificate

File Uploaded
 No Yes

Certificate Number *

Files

[+ Add files](#)

| Name ↑ | Modified |
|---|-------------------------------------|
|  Irish FireArms Certificate.docx (17 KB) | 31/05/2024 11:03 AM |

[Send](#)

You will now see that your file has been attached to your application (see below) if you need to add another file go back to Steps 26 to 32 and work through all the steps again.

36. Now click on **Next** to continue with your application (see below in Red).



Deer Hunting Licence Application

1 Instructions ✓ | 2 Applicant ✓ | 3 Land ✓ | 4 Firearms ✓ | 5 Documents | 6 Final

Documents

Please upload the following documents here.

As a Renewal applicant resident in Ireland please ensure you have the following documents ready to upload:

- Training Certificate (optional)
- Irish Fire Arms Certificate or Firearm Proof of Purchase (required)

Training Certificate

Irish Firearm Certificate

Firearm Proof of Purchasing

Other

Type



File Uploaded

Certificate Number

Expiry Date

Irish Firearm Certificate

Yes

12345



Previous

Next

37. This now brings you to the Final Declaration Screen. Read the Declaration, then click on the **Yes** button (see below in Red) and then click on **Submit** (see below in Red) to submit your application for processing.

Licensing Application Home | My Applications - | EN - | Joe Soap -

Deer Hunting Licence Application

1 Instructions ✓ 2 Applicant ✓ 3 Land ✓ 4 Firearms ✓ 5 Documents ✓ 6 Final

Final Declaration

I declare that all of the foregoing particulars are, to the best of my knowledge and belief, true and correct. I also hereby declare that I am a qualified person under Section 28(2) of the Wildlife Acts 1976 to 2023 in that I am not less than 16 years of age.

Any person who, for the purposes of obtaining a licence under the Wildlife Acts 1976 to 2023 makes any statement or gives information which they know to be false, shall be guilty of an offence. Penalties, upon conviction include fines and forfeiture of firearms.

Agree to Declaration

No Yes

38. After you have selected **Submit** you will get the following message that your Application has been submitted for processing.

Licensing Application Home | My Applications - | EN - | Joe Soap -

Deer Hunting Licence Application

Thank you for submitting your Deer Hunting Licence application to the National Parks and Wildlife Service. Your application is now with the Wildlife Licencing Unit team for processing. You can check the status of your application at any time.