

DNR Information Booklet  
BOAT AND SNOWMOBILE LAWS,  
POLICIES, AND PROCEDURES

000493

DNR INFORMATION BOOKLET  
BOAT AND SNOWMOBILE LAWS, POLICIES  
AND PROCEDURES

Issued: August 23, 1985

NOTICE: THIS MATERIAL  
MAY BE PROTECTED BY COPYRIGHT  
LAW. (TITLE 17 U.S. CODE)

CONTENTS

AREAS OF SPECIAL INTEREST

Decals . . . . .	1
Boat and Snowmobile Guides . . . . .	1
Daily Report Forms . . . . .	2
60 Day Receipt Information . . . . .	2
County Codes . . . . .	3
Sailboards . . . . .	3
Supply Requests . . . . .	3
Change of Address, Phone No., or Personnel . . . . .	3
Placement of Decals & Numbers . . . . .	3a
Toll-Free Number . . . . .	3a

LICENSING INFORMATION

(Exemptions) Snowmobiles & Watercraft . . . . .	4
Serial Numbers . . . . .	4
Proof of Ownership Concerning Snowmobiles . . . . .	5
License Fees . . . . .	5,5
Deputy Registrar Fee . . . . .	6

LICENSING PROCEDURES FOR SNOWMOBILES

Unregistered . . . . .	7
Renewal . . . . .	8
Transfer/Duplicate Registration Card . . . . .	9,10
Renewal and Transfer . . . . .	11

LICENSING PROCEDURES FOR WATERCRAFT

Unregistered . . . . .	12
Renewal . . . . .	13
Transfer/Duplicate Registration Card . . . . .	14,15
Renewal and Transfer . . . . .	16

POLICIES AND PROCEDURES CONCERNING ALL  
WATERCRAFT AND SNOWMOBILE TRANSACTIONS:

It is this department's policy that the deputy registrar offices accommodate each customer as completely as possible. The following information is designed to provide you with the necessary guidelines to implement this policy.

The licensing procedures for snowmobiles and watercraft are outlined in the following pages of this booklet. The immediate sections below are provided to cover any areas of special interest not covered elsewhere in this booklet.

AREAS OF SPECIAL INTEREST

(1) Decals:

Decals are provided to the customer by this department upon the completion of the processed boat or snowmobile license application, and are sent with the license through the mail.

Replacement Decals:

There is no charge for replacement decals. This request may be called in to this office or written across the top of the license application if one is being submitted. This office will mail replacement decals upon request after verifying that the boat or snowmobile is validly registered.

(2) Boat and Snowmobile Guides:

Encourage each customer to pick up a copy of the boat and/or snowmobile guide when in your office. The customer may also write or call this office for a copy.

(3) Daily Report Forms:

You must submit a report at least twice a month. If no business was transacted within any two week period, you must submit a report with the following message written across it "No Business Transacted".

You must submit separate checks for boat and snowmobile transactions. If a customer's personal check is submitted with the transaction, please staple it to the back of the application.

All transactions must be listed on the daily report form. This listing includes the name, address, and zip code of the customer as well as the receipt number of the application and the fee paid.

Although you do send in ORV reports in the same envelope as boat and snowmobile reports, they are handled by a separate division within this department. For this reason, separate report forms and separate checks must be submitted for these transactions. You should have information to this effect from Steve Seefeldt.

(4) Information Concerning Validated, 60 Day Receipts Issued to Watercraft and Snowmobile Owners:

A validated receipt is always issued when an application is submitted and a fee paid for a boat or snowmobile transaction. A receipt may not be issued NO FEE unless it is approved by this office in advance. The following list explains any exceptions to the issuance of a validated receipt other than a normal boat or snowmobile transaction:

A. Lost or Destroyed Original Receipt: When a customer loses or destroys his/her original, validated receipt, he/she must apply for a duplicate registration card and pay the appropriate fee because the original receipt is in lieu of the registration card. If the original transaction involved an unregistered boat or snowmobile, the customer must fill out an application for a duplicate registration card and write "NEW" on the line requesting the registration number. In both cases, a second registration card will be sent.

B. Expired Receipt: If a customer brings in an original receipt that has expired, please try to contact this office for instructions. If this office cannot be reached, you may re-validate the receipt. Instruct the customer that she/he must contact this office (give them our toll-free number if necessary) so we can check our records concerning the nature of the delay. DO NOT RE-VALIDATE ANY RECEIPT MORE THAN ONCE. If a customer has not received his/her license

- (4) after the second 60 days, this is an indication of some problem and we must be notified.

C. Receipt Requests When Original Application Is Sent Through The Mail: If a customer has sent an application through the mail and requests a validated receipt from your office, they must register the boat or snowmobile again (a double registration). You must write "SECOND APPLICATION" on the top of the card, and inform the customer that a refund will be forthcoming in six to eight weeks after the original transaction has cleared. In this way, the customer will be able to use the boat or snowmobile legally until the original application is completed.

(5) County Codes:

This office is requesting a county code number on all watercraft and snowmobile transactions. The applicant should refer to the standard county code list when providing this information. I have enclosed a copy of this list, and urge you to make it available to your personnel for use.

(6) Sailboards:

The following is a list of sailboard makes. Sailboards fall in the "sailboat" category and are usually under 19 feet in length.

MARKEN	O'BRIEN	F 2 COMET
HAPPY MARLIN	WIKI	SAIL-CO
JJ (1)	THALER	MISTRALL
HI FLY	ROCKER EXPRESS	CAYESTAR
BIC	MACH 3	TOPFLIGHT
KIRMA	ALPHA	DUFOR
SUN SURFER	VINTA	CONNELLY

(7) Supply Requests:

It is to your advantage to order supplies well in advance of any anticipated need using the form provided. This is especially important during the peak renewal times for both the boats and the snowmobiles as these are the busiest times for this office as well as yours.

(8) Change of Address, Phone Number, or Personnel:

Please notify this office immediately should your office change its location, phone number, or lead personnel.

STANDARD COUNTY CODES

<u>CODE</u>	<u>COUNTY</u>	<u>CODE</u>	<u>COUNTY</u>
1	AITKIN	45	MARSHALL
2	ANOKA	46	MARTIN
3	BECKER	47	MEeker
4	BELTRAMI	48	MILLE LACS
5	BENTON	49	MORRISON
6	BIG STONE	50	MOWER
7	BLUE EARTH	51	MURRAY
8	BROWN	52	NICOLLET
9	CARLTON	53	NOBLES
10	CARVER	54	NORMAN
11	CASS	55	OLMSTED
12	CHIPPEWA	56	OTTER TAIL
13	CHISAGO	57	PENNINGTON
14	CLAY	58	PINE
15	CLEARWATER	59	PIPESTONE
16	COOK	60	POLK
17	COTTONWOOD	61	POPE
18	CROW WING	62	RAMSEY
19	DAKOTA	63	RED LAKE
20	DODGE	64	REDWOOD
21	DOUGLAS	65	RENVILLE
22	FARIBAULT	66	RICE
23	FILLMORE	67	ROCK
24	FREEDORN	68	ROSEAU
25	GOODHUE	69	ST LOUIS
26	GRANT	70	SCOTT
27	HENNEPIN	71	SHERBURN
28	HOUSTON	72	SIBLEY
29	HUBBARD	73	STEARNS
30	ISANTI	74	STEELE
31	ITASCA	75	STEVENS
32	JACKSON	76	SWIFT
33	KANABEC	77	TODD
34	KANDIYOHI	78	TRAVERSE
35	KITSON	79	WABASHA
36	KOOCHICHING	80	WADENA
37	LAC QUI PARLE	81	WASECA
38	LAKE	82	WASHINGTON
39	LAKE OF THE WOODS	83	WATONWAN
40	LE SUEUR	84	WILKIN
41	LINCOLN	85	WINONA
42	LYON	86	WRIGHT
43	MC LEOD	87	YELLOW MEDICINE
44	MAHONOMEH		

(9) Placement of Watercraft and Snowmobile Decals & Numbers:

On the following page I have attached the instructions for the proper placement of boat and snowmobile decals and their license numbers. These instructions are on the back of the boat and snowmobile decals and in the boat and snowmobile guides as well.

Exceptions: Rubber rafts may place the license number and the decals on two pieces of board and attach them to the tow ropes of the raft on the outside of the raft.

Sailboards must affix the decals to the stern or the prow of the boat. If it will not adhere to the boat, the owner should contact this office for instructions.

(10) Toll-Free Number:

If you have any questions, please call this office at 1-800-652-9747, give account number 0501, and ask for extension 2316.

INSTRUCTIONS

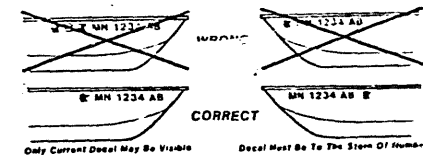
(See Snowmobile Decal Guide for more information.)

1. The license number which appears on your watercraft license card must be displayed on your boat as shown below. The numbers and letters must be at least 3 inches high.

2. Remove expired decals. By law only the current decals may be visible.

3. Make sure boat surface is clean before applying decal.

4. Peel decal away from backing and apply by pressing from center to edge.

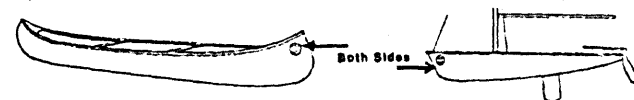


BOATS:

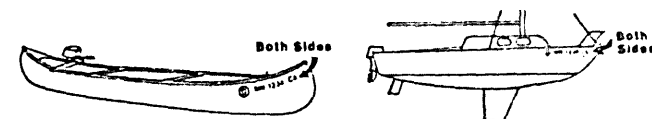
1. Remove all expired decals or place these decals directly over the old ones.

2. Clean surface before applying.

3. Peel decal away from backing and apply one on each side of the bow by pressing from center to outer edge.



4. If you use a motor you must display the license number using 3 inch letters and numerals on both sides of the craft as shown below.



INSTRUCTIONS

1. Remove all expired decals. By law only the current set of decals may be displayed.

2. Make sure the surface is WARM, free of grease and oil or dirt before applying decal.

3. Peel decal away from backing and press down firmly from center to edge to make sure material is adhering tightly.

4. Registration number and decals are to be affixed on each side of the cowling on the upper half of the machine as follows:

1 AB 123

(All letters and numbers shall be of a contrasting color to the machine and shall be at least three (3) inches high 3/8 inch stroke.)

SNOWMOBILES:



#### LICENSING INFORMATION

A. All motorized and non-motorized watercraft must be licensed by the Department of Natural Resources. Exceptions to this law are as follows:

1. Watercraft currently registered in another state and not kept in Minnesota for more than 90 consecutive days.
2. Watercraft from a country other than the U.S. and not kept in Minnesota for more than 90 consecutive days.
3. Watercraft owned by the U.S. government, except those used for recreational purposes.
4. Watercraft documented with the U.S. Coast Guard.
5. A ship's lifeboat.
6. Duckboats during the duck hunting season, rice boats during the harvest season and seaplanes.
7. Non-motorized watercraft 9 feet in length or less.

B. All snowmobiles must be licensed by the Department of Natural Resources. Exceptions to this law are as follows:

1. Snowmobiles owned and used by the U.S., another state, or a political subdivision thereof.
2. Snowmobiles registered in a country other than the U.S. temporarily used within this state.
3. Snowmobiles covered by a valid license of another state and which have not been within this state for more than 30 consecutive days.
4. Snowmobiles used exclusively in organized track racing events.  
(The commissioner of natural resources may issue special permits to out of state snowmobiles from a state or country where registration is not required to operate in Minnesota for limited periods of time not to exceed 30 days in connection with organized group outings, trailrides, races, rallies and other promotional events.)

#### C. SERIAL NUMBERS

1. Watercraft - Serial numbers (or Hull ID numbers) on boats are requested and this office urges you to obtain one whenever possible. However, some older boats or homemade boats may not have them, and may, therefore, be registered without them.
2. Snowmobiles - Serial numbers must be given on all snowmobile registrations. If there is none, the applicant may use any six digit number, excluding his/her social security number, and the applicant must permanently affix the number onto the body of the snowmobile.

#### D. PROOF OF OWNERSHIP CONCERNING SNOWMOBILES

Applicants should show proof of ownership, such as a dealer's invoice, and MSO, or a hand-written bill of sale. This office does not, however, insist on this information if all other required information is given. We ask that you use your own discretion in the enforcement of this requirement. (Refer to P.13, paragraph one of the Minnesota Snowmobile Safety Laws, Rules, and Regulations booklet.) Please note that there is no such requirement concerning watercraft registration or transfers.

#### E. LICENSE FEES

1. Snowmobiles - 00.00 Tax Exempt snowmobiles owned by the state of Minnesota and operated by its agents  
\$18.00 Unregistered and renewals  
4.00 Transfer or duplicate registration card
2. Watercraft - 00.00 Tax Exempt watercraft owned by the state of Minnesota and operated by its agents  
\$ 3.00 Watercraft owned by non-profit organizations and used substantially to teach water safety, (church camps, Boy Scouts, etc)  
6.00 Rental or lease watercraft up to and including 19 feet (Rental or lease watercraft over 19 feet, same as pleasure watercraft fee)  
7.00 Canoes, kayaks, sailboats, sailboards, rowing shells up to and including 19 feet\* (over 19 feet, same as pleasure watercraft fee)  
7.00 Paddleboats - defined as a non-motorized watercraft 19 feet in length or less, and propelled by a paddle-wheel  
12.00 Pleasure watercraft up to and including 19 feet\*\*  
20.00 Pleasure watercraft over 19 feet but less than 26 feet  
30.00 Pleasure watercraft 26 feet but less than 40 feet  
40.00 Pleasure watercraft 40 feet in length and over  
30.00 Dealers license, regardless of the number of watercraft owned by the dealer

# E. LICENSE FEES CONTINUED

2. Watercraft - \$50.00 Any watercraft more than 19 feet in length for hire with an operator
- 3.00 Transfer or duplicate registration card

# F. DEPUTY REGISTRAR FEE - 50¢ per transaction

\*Any motorized canoe or sailboat does not require a special license. The owner must simply put the assigned license number on the canoe or sailboat as shown for a pleasure watercraft.

\*\*Pleasure watercraft are defined as utility boats (including fishing), runabouts, cruisers (hardtop cabin), pontoons (twin-hulled), houseboats (except pontoons), rafts (inflatables except canoe-shaped inflatables), water sports crafts (jetski, wet bikes), and "other" (otherwise unspecified watercraft).

The following pages contain examples of watercraft and snowmobile registration, renewal, transfer, renewal and transfer, and duplicate registration card applications. Each page contains information appropriate to each transaction. Should this office generate any new forms concerning watercraft and/or snowmobiles, you will be supplied with an appropriate replacement page that will outline any changes in procedure caused by the new form.

MINNESOTA DEPARTMENT OF NATURAL RESOURCES SNOWMOBILE REGISTRATION APPLICATION						OFFICE USE	
NO. 123456789						DATE: 12/01/85	
REGISTRATION: <input checked="" type="checkbox"/> RENEWAL <input type="checkbox"/> TRANSFER <input type="checkbox"/> DUPLICATE <input type="checkbox"/>						10 - OFF COPY - THIS COPY:	
NAME: Doe, John C.		YEAR: 1984		MAKE: Bomb		MODEL: Olympic	
STREET ADDRESS: 1000 Main Street		CITY: St. Paul		STATE: MN		ZIP CODE: 55104	
DRIVER'S LICENSE: optional		BIRTHDATE: opt.		PHONE NUMBER: opt.		BODY SERIAL NO: 02000122456	
ENGINE SIZE (CC OR HP): 20		12/01/85		REQUIRED		DO NOT SEND CASH	
MAIL TO: MINNESOTA DEPARTMENT OF NATURAL RESOURCES, LICENSES DIVISION, 2000 10TH AVENUE, ST. PAUL, MN 55108						MINNESOTA STATE TREASURER	

Procedure For Unregistered Snowmobiles: Defined as new snowmobiles, snowmobiles with expired licenses, and snowmobiles from out of state

AGE REQUIREMENT: Applicant must be 18 years of age or older.

INFORMATION REQUIRED: Applicant must fill out the form, giving as much information as possible concerning the description of the snowmobile. The application must have the make and serial number of the machine. Without this information, the application cannot be processed. (This requirement applies in all of the following cases concerning snowmobiles.) This office is requesting additional information about the owner of the snowmobile, e.g., driver's license, birthdate, and phone number. This information is optional. No application will be refused if this information is not given.

SIGNATURE: The owner must sign the application. However, a spouse may sign for spouse, and on multiple ownerships, only one owner is required to sign the application.

FEE: \$18.00 for a three year license.

VALIDATED RECEIPT: You must issue a receipt for every transaction. The customer's copy must be validated with your deputy stamp to insure the customer's legal use of the machine until the registration card and decals are issued.

MINNESOTA DEPARTMENT OF NATURAL RESOURCES				OFFICE USE	
SNOWMOBILE REGISTRATION APPLICATION					
NO. 004103					
REGISTRATION (LICENSURE) <input type="checkbox"/> TRANSFER <input checked="" type="checkbox"/> DUPLICATE <input type="checkbox"/> EXPIRATION 12/31/85					
NAME		LAST		FIRST	
Doe		John		C.	
STREET OR BOX NO.		1000 Main Street		YEAR 1984	
CITY		St. Paul		STATE MN	
ZIP CODE		55104		COUNTY (LICENSURE ONLY)	
62		BODY		Bomb	
SERIAL NO.		00000123456		MODEL Olympic	
ENGINE SIZE (CC OR HP)		20		LICENSURE	
optional		opt.		opt.	
12/01/85 NOT REQUIRED					
MAIL TO: MINNESOTA DEPARTMENT OF NATURAL RESOURCES, 1000 MAIN STREET, ST. PAUL, MN 55104					
DO NOT SEND CASH					

**Procedure For Renewal of a Valid Snowmobile License Number:** Defined as any snowmobile license number that expired in June of the previous fiscal year. The license number will remain valid for renewal for one fiscal from the date of expiration, e.g., June, 1985 expirations may be renewed through June 30 1986. The renewal period normally begins six weeks prior to the current date of expiration.

**INFORMATION REQUIRED:**

Applicant must fill out the form, giving as much information as possible concerning the description of the snowmobile. If the applicant presents a renewal notice or an expired registration card, attach it to the back of the application and submit both forms. This office is requesting additional information about the owner of the snowmobile, e.g., driver's license, birth date, and phone number. This information is optional. No application will be refused if this information is not given.

**SIGNATURE:** Not required if the registered owner has not changed.

**FEE:** \$18.00 for a three year license.

**VALIDATED RECEIPT:** You must issue a receipt for every transaction. The customer's copy must be validated with your deputy stamp to insure the customer's legal use of the machine until the registration card and decals are issued.

MINNESOTA DEPARTMENT OF NATURAL RESOURCES				OFFICE USE	
SNOWMOBILE REGISTRATION APPLICATION FOR TRANSFER OR DUPLICATE					
NO. 004103					
REGISTRATION (LICENSURE) <input type="checkbox"/> TRANSFER <input checked="" type="checkbox"/> DUPLICATE <input type="checkbox"/> EXPIRATION 12/31/85					
NAME		LAST		FIRST	
Olson		Mary		J.	
STREET OR BOX NO.		Route 3, Box 145		YEAR 1984	
CITY		Faribault		STATE MN	
ZIP CODE		55021		COUNTY (LICENSURE ONLY)	
66		BODY		Bomb	
SERIAL NO.		00000123456		MODEL Olympic	
ENGINE SIZE (CC OR HP)		20		LICENSURE	
optional		opt.		opt.	
12/01/85 NOT REQUIRED					
MAIL TO: MINNESOTA DEPARTMENT OF NATURAL RESOURCES, 1000 MAIN STREET, ST. PAUL, MN 55104					
DO NOT SEND CASH					

**Procedures For Transfer of a Valid Snowmobile License Number And For a Request For a Duplicate Registration Card**

**TRANSFER PROCEDURE:**

**AGE REQUIREMENT:** Applicant must be 18 years of age or older.

**INFORMATION REQUIRED:**

Applicant must fill out this form, giving as much information as possible concerning the description of the snowmobile. If the applicant presents a current registration card, attach it to the back of the application and submit both forms. The additional information request on this form is the same as that for unregistered and renewals.

**SIGNATURE:** The owner must sign the application. However, a spouse may sign for a spouse, and on multiple ownerships, only one owner is required to sign the application.

**FEE:** \$4.00

**VALIDATED RECEIPT:**

You must issue a receipt for every transaction. The customer's copy must be validated with your deputy stamp to insure the customer's legal use of the machine until the registration card is issued.

**DUPLICATE REGISTRATION CARD PROCEDURE:**

**INFORMATION REQUIRED:**

Applicant must fill out the left-hand side of the form and give as much information as possible concerning the description of the machine.



INFORMATION  
REQUIRED:

SIGNATURE:

FREE:

REPLACEMENT  
DECALS:

NOTE: There is no extra charge for a set of replacement decals.

VALIDATED  
RECEIPT:

You must issue a receipt for every transaction. The customer's copy must be validated with your deputy stamp to insure the customer's legal use of the machine until the registration card is issued.

74-1000-10		MINNESOTA DEPARTMENT OF NATURAL RESOURCES		OFFICE USE ONLY		
SHOW MOBILE REGISTRATION APPLICATION ON FOR THE NEW OWNER DUPLICATE		RECEIVED		DATE		
NO. 050-11		APPLICA PRINT		RECEIVED		
RE JUDICIAL (CHECK ONE) <input checked="" type="checkbox"/> TRANSFER <input type="checkbox"/> DUPLICATE		LIC. INFORMATION		NO. 123		
SHOW NEW OWNER OR DUPLICATE INFORMATION HERE		SHOW PREVIOUS OWNER INFORMATION HERE				
NAME		NAME				
LAST Olson		FIRST Mary		MIDDLE J.		
LAST Doe		FIRST John		MIDDLE C.		
STREET OR BOX NO.		STREET OR BOX NO.				
Route 3, Box 145		1000 Main Street				
CITY	STATE	CITY	STATE	CITY	STATE	
Faribault	MN	55021	USED MONTH	66	St. Paul	MN
DRIVER'S LICENSE #		DRIVER'S LICENSE #		DRIVER'S LICENSE #		
optional		opt.		optional		
YEAR	MAKE	MODEL	VEHICLE TYPE	ENGINE SIZE	VEHICLE COLOR	
1984	Bomb	Olympic	000000123456	20	5400	
MAIL TO: MINNESOTA DEPARTMENT OF NATURAL RESOURCES		APPLICANT MUST BE 15 YEARS OF AGE OR OLDER		MAIL CHECK TO: MINNESOTA DEPARTMENT OF NATURAL RESOURCES		
LICENSED DRIVER NO. 20		1/15/86		REQUIRED		
OF ST. PAUL, MN 55104		DATE		NEW OWNER'S SIGNATURE		
				DO NOT SIGN HERE		

**Procedure For Renewal and Transfer of a Valid Snowmobile License Number:**  
(See page 8 for a definition of a renewal) In the case of a renewal and transfer request, use the transfer form only. Write renewal at the top of the form over the transfer box. Add the \$18.00 renewal fee to the \$4.00 transfer fee shown on the form (see example above).

**AGE REQUIREMENT:** Applicant must be 18 years of age or older.

INFORMATION  
REQUIRED:

Applicant must fill out the form, giving as much information as possible concerning the description of the snowmobile. If the applicant presents a current registration card or the renewal notice from the previous owner, attach it to the back of the application and submit both forms. The additional information request on this form is the same as that for unregistered and renewals.

**SIGNATURE:**

The owner must sign the application. However, a spouse may sign for a spouse, and on multiple ownerships, only one owner is required to sign the application.

**FEE:**

\$18.00 for a three year license  
4.00 transfer fee

VALIDATED  
RECEIPT:

You must issue a receipt for every transaction. The customer's copy must be validated with your deputy stamp to insure the customer's legal use of the machine until the registration card is issued.

MINNESOTA DEPARTMENT OF NATURAL RESOURCES  
 LICENSE BY MAIL FORM  
 50 LAFAYETTE ROAD - ST. PAUL, MN 55102

NO. 00001

Write in fee ☒ OPTIONAL

NAME: Doe John C. STATE: MN CITY: 1000 Main Street St. Paul 55102

MAIL TO: MINNESOTA DEPT. OF NATURAL RESOURCES - LICENSE BRANCH  
 50 LAFAYETTE ROAD - ST. PAUL, MN 55102

REQUIRED 1/30/86

**Procedure For Unregistered Watercraft:** Defined as a new watercraft, watercraft with expired license, and watercraft from out of state.

**AGE REQUIREMENT:** No age requirement for any transaction.

**INFORMATION REQUIRED:** Applicant must fill out the form, giving as much information as possible concerning the description of the watercraft. This office is requesting additional information about the owner of the watercraft, e.g., driver's license, birthdate, and phone number. This information is optional. No application will be refused if this information is not given.

**SIGNATURE:** The owner must sign the application. However, a spouse may sign for a spouse, and on multiple ownerships, only one owner is required to sign the application.

**FEES:** Fill in the correct fee as shown on the watercraft fees list. (Fees are also listed on the back of the application itself.)

**VALIDATED RECEIPT:** You must issue a receipt for every transaction. The customer's copy must be validated with your deputy stamp to insure the customer's legal use of the watercraft until the registration card and the decals are issued.

**TOILET AND OTHER INFORMATION:** On all of the following watercraft application transactions shown on pages 13, 14, and 16, the customer must check "yes" or "no" concerning a toilet. If there is a toilet on the boat, the

MINNESOTA DEPARTMENT OF NATURAL RESOURCES  
 LICENSE BY MAIL FORM  
 50 LAFAYETTE ROAD - ST. PAUL, MN 55102

NO. 00002

Write in fee ☒ OPTIONAL

NAME: Doe John C. STATE: MN CITY: 1000 Main Street St. Paul 55102

MAIL TO: MINNESOTA DEPT. OF NATURAL RESOURCES - LICENSE BRANCH  
 50 LAFAYETTE ROAD - ST. PAUL, MN 55102

NOT REQUIRED 1/30/86

**Procedure For Renewal of a Valid Watercraft License Number:** Defined as any watercraft license number that expired in December of the previous calendar year. The license number will remain valid for renewal for one calendar year from the date of expiration, e.g., December, 1985 expirations may be renewed through December 31, 1986. The renewal period normally begins six weeks prior to the current date of expiration.

**INFORMATION REQUIRED:**

Applicant must fill out the form, giving as much information as possible concerning the description of the watercraft. If the applicant presents a renewal notice or an expired registration card, attach it to the back of the application and submit both forms. This office is requesting additional information about the owner of the watercraft, e.g., driver's license, birthdate, and phone number. This information is optional. No application will be refused if this information is not given.

**SIGNATURE:** Not required if the registered owner has not changed.

**FEES:** Fill in the correct fee as shown on the watercraft fees list. (Fees are also listed on the back of the application itself.)

**VALIDATED RECEIPT:**

You must issue a receipt for every transaction. The customer's copy must be validated with your deputy stamp to insure the customer's legal use of the watercraft until the registration card and decals are issued.

NO 000001

MINNESOTA DEPARTMENT OF NATURAL RESOURCES  
BUREAU OF WATERCRAFT REGISTRATION  
501 LAKEVIEW ROAD • ST. PAUL, MN 55109

1234-AB S3.00 OPTIONAL OPTIONAL

NAME: Olson, Mary DOB: John C.

Route 3, Box 145 1000 Main Street

Faribault MN ZIP CODE: 55021 CITY & ZIP CODE: St. Paul 55102

14 Load LUN1234678 86 30 Ramsey (62)

MAIL TO: REQUIRED 1/30/86

# Procedure For Transfer of a Valid Watercraft License Number And For a Request For a Duplicate Registration Card

## TRANSFER PROCEDURE:

**INFORMATION REQUIRED:** Applicant must fill out the form, giving as much information as possible concerning the description of the watercraft. If the applicant presents a current registration card, attach it to the back of the application and submit both forms. (See p.12 concerning optional information.)

**SIGNATURE:** The owner must sign the application. However, a spouse may sign for a spouse, and on multiple ownerships, only one owner is required to sign the application.

**FEE:** \$3.00

**VALIDATED RECEIPT:** You must issue a receipt for every transaction. The customer's copy must be validated with your deputy stamp to insure the customer's legal use of the watercraft until the registration card is issued.

## Duplicate Registration Card Procedure:

**INFORMATION REQUIRED:** Applicant must fill out the left-hand side of the form and give as much information as possible concerning the description of the watercraft.

## DUPLICATE PROCEDURE CONTINUED:

**SIGNATURE:** Not required.

**FEE:** \$3.00

**REPLACEMENT DECALS:**

If the applicant should request a set of replacement decals in either case above, you must write this at the top of the application. The decals will be sent out immediately upon receipt of the application.  
**NOTE:** There is no extra charge for a set of replacement decals.

**VALIDATED RECEIPT:**

You must issue a receipt for every transaction. The customer's copy must be validated with your deputy stamp to insure the customer's legal use of the boat until the registration card is issued.

15. CONTINUED:

Not required.

10.00

If the applicant should request a set of replacement decals in either case above, you must write this at the top of the application. The decals will be sent out immediately upon receipt of the application.

**NOTE:** There is no extra charge for a set of replacement decals.

You must issue a receipt for every transaction. The customer's copy must be validated with your deputy stamp to insure the customer's legal use of the boat until the registration card is issued.

MINNESOTA DEPARTMENT OF NATURAL RESOURCES																																																																						
REGISTRATION CARD FOR WATERCRAFT																																																																						
REGISTRATION FEE: \$3.00 + \$1.00 TRANSFER FEE																																																																						
NO. 000002					4321-AB																																																																	
OWNER: Olson, Mary					Doe John C.																																																																	
ADDRESS: Route 3, Box 145					1080 Main Street																																																																	
CITY: Faribault MN 55021					St. Paul 55102 MN																																																																	
LIC. NO. LUN1654878					LIC. NO. Ramsey (62)																																																																	
<table border="1"> <tr> <td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td> </tr> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>										1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30																															
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30																																									
<b>MAIL TO:</b> MINNESOTA DEPT. OF NATURAL RESOURCES - LICENSES BUREAU 500 W. WASHINGTON ST. - ST. PAUL, MN 55102																																																																						
Required					1/30/86																																																																	

**Procedure For the Renewal and Transfer of a Valid Watercraft License:**  
 (See p.13 for a definition of a renewal.) In the case of a renewal and transfer request, use the transfer form only. Write renewal at the top of the form next to the transfer box. Add the appropriate boat fee to the \$3.00 transfer fee shown on the form.

**INFORMATION REQUIRED:**

Applicant must fill out the form, giving as much information as possible concerning the description of the watercraft. If the applicant presents a renewal notice or an expired registration card, attach it to the back of the application and submit both forms. (See p.12 concerning optional information.)

**SIGNATURE:**

The owner must sign the application. However, a spouse may sign for a spouse, and on multiple ownerships, only one owner is required to sign the application.

**FEE:**

Fill in the correct fee as shown on the watercraft license fees list.  
 \$3.00 transfer fee.

**VALIDATED RECEIPT:**

You must issue a receipt for every transaction. The customer's copy must be validated with your deputy stamp to insure the customer's legal use of the watercraft until the registration card and the decals are issued.



