



PFBC-IFL-172
(1/24)

Bureau of Administration
P.O. Box 67000
Harrisburg, PA 17106-7000
fishandboat.com

Institutional License Application

Any resident of this Commonwealth who is a resident patient in a Commonwealth owned or supported medical or rehabilitation institution or county home or hospital, is a veteran and a patient in a United States Government Veterans' Administration Hospital or in a State veterans' home or is a juvenile of a State youth development center or forestry camp, and who may benefit from recreational fishing during the course of treatment, rehabilitation or hospitalization is eligible for inclusion on an institutional fishing license issued by the Pennsylvania Fish and Boat Commission (PFBC) to a qualifying institution at no cost per 30 PA. C.S. § 2708.

Submit completed application and documentation to RA-FB-FISHBOATPERMIT@pa.gov or to the address listed above.

*Denotes required field.

A. APPLICANT INFORMATION			
Application Status* (select one): <input type="checkbox"/> New (Documentation must accompany new applications. See instructions.) <input type="checkbox"/> Renewal			
Institution Name*:			
Mailing Address*:			
City*:	State*:	Zip*:	
Institution Type* (select one):			
<input type="checkbox"/> Medical or Rehabilitation Center		<input type="checkbox"/> PA County Home or Hospital	
<input type="checkbox"/> VA Hospital or State Veterans' Home		<input type="checkbox"/> State Youth Development Center or Forestry Camp	
Number of Residents:			
B. AUTHORIZED PERSON			
First Name*:	Middle Name:	Last Name*:	Suffix:
Title*:			
Email*:	Phone*:		

CERTIFICATION and SIGNATURE

- I certify that the information contained in the application is true and correct to the best of my knowledge, information, and belief. This certification is made subject to the penalty of Section 4904 of Crimes Code (18 Pa. C.S.A. § 4904) (relating to Unsworn Falsification to Authorities) and Section 908 of the Fish and Boat Code (30 Pa. C.S. § 908) (relating to False Identification or False or Fraudulent Statements on Reports).

- I consent to receive electronic correspondence from PFBC regarding this application and related regulation.

Date: _____ **Signature of Authorized Person:** _____

Form PFBC-IFL-172, Institutional License Application Instructions

1. Institutions applying for the first time need to supply documentation indicating the institution is Commonwealth owned or supported (e.g., Commonwealth funding letter). Applications with inadequate documentation will not be processed.
2. Complete all sections fully. Incomplete applications will be returned without action.
 - a. Indicate an Authorized Person's name, title, and contact information. The Authorized Person shall be responsible for administering the licenses and maintaining records documenting qualified residents allowed use of the license.
3. Submit the completed application and any supporting documents via one of the following methods:
 - a. Email to RA-FB-FISHBOATPERMIT@pa.gov. **(Preferred)**
 - b. Mail to the PA Fish and Boat Commission, Bureau of Administration, P.O. Box 67000, Harrisburg, PA 17106-7000.
4. The commission shall establish policies and procedures for the issuance of the institutional licenses. The commission may revoke license issuing privileges of any institution for failure to comply with any provisions of this chapter, the regulations promulgated thereunder, and the policies and procedures established hereunder.
5. Any party, including the applicant, who is aggrieved by a decision of the Executive Director to grant or deny a permit under Section 2906 of the Code, may appeal the decision to the full Pennsylvania Fish and Boat Commission. Appeals must conform to 1 Pa. Code § 35.20. The Executive Director may stay a permit upon filing of an appeal. Appeals shall be disposed of in accordance with the General Rules of Administrative Practice and Procedure, as amended or supplemented by Commission rules.