

Mines Branch

Casual Quarry Submitting a Return

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Casual Quarry Permit Return Procedure



Exemption Certificates

If you have an exemption certificate to file with your annual return, you can submit the exemption certificate online. Refer to “How to Submit an Exemption Certificate Application” found in our Tutorials Section or click [here](#).



Submitting a Paper Quarry Return?

If an exemption certificate was submitted and approved online but you are submitting a paper-based quarry return, attach the email confirmation of the approved exemption certificate to your quarry return.

Step 1: Click [Launch iMaQs](#) to log in.


The screenshot shows the iMaQs website interface. At the top left is the 'iMaQs' logo, and at the top right is the 'Manitoba' logo with a bison icon. Below the header is a navigation bar with 'Integrated Mining and Quarrying System' and a 'Printer Friendly' link. The main content area is divided into three columns. The left column contains a menu with items: 'iMaQs Home Page', 'Mines Branch (Regulatory)', 'GIS Map Gallery', 'Mining Search', 'Quarry Search', 'Assessment Search', 'Mining Map', and 'Quarry Map'. Below this menu is a note about Adobe Acrobat Reader. The middle column features a large 'iMaQs' logo and the text 'Integrated Mining and Quarrying System'. Below this is a welcome message and a session start instruction. At the bottom of this column are three buttons: 'Launch iMaQs', 'Mining Maps iMaQs', and 'Quarry Maps iMaQs'. The right column contains 'Mines Branch Contact' with an email and phone number, and three sections: 'iMaQs Help Tips', 'Latest News', and 'About This Service'.

Step 2: To enter a quarry return go to **Quarry > Casual Quarry Permit > Casual Quarry Permit Return** .

Step 3: Select Holder. Click **Next**.

Step 4: Click on the Disposition Number to file the return.

Disposition Number	Status	Issue Date	Expiry Date
CP-2016-1009683	Unauthorized	n/a	2016-11-30
CP-2016-1008932	Issued	2016-02-23	2016-11-30
CP-2016-1008600	Issued	2016-04-08	2016-11-30
CP-2016-1008599	Issued	2016-03-07	2016-11-30
CP-2016-1008421	Issued	2016-03-08	2016-11-30

 If a disposition is not in the list, please contact the Mines Branch by sending an email to Mines_Br@gov.mb.ca

Step 5: This is the Return Details page. Complete the Data Input Form.

▼ Exemption Certificate(s)

Check off Exemption Certificates that will be applied to this quarry return.

Click here to select all Exemption Certificates

	Exemption Certificate	Contract Number	Public Agency	Material	Exempted Material Quantity (in tonnes)
<input type="checkbox"/>	CPEXC20161008932-001	1979	RM/City/Town	ROCK OR STONE (PROCESSED STONE)	15,896.32

Total Certificate Exempted Quantity: 0.00 TONNES

▼ Return details

Please complete the form below. All fields with * are required. Then Click Next.

Material: ROCK OR STONE (PROCESSED STONE) **Royalty Rate (per TONNE):** \$0.36

Permit Quantity: 25,000 **Permit Unit of Measure:** TONNES

* **Start Date [YYYY-MM-DD]:** * **End Date [YYYY-MM-DD]:**

* **Amount Removed:** * **Unit of Measure:**

Filing this Quarry Return prior to the Expiry Date concludes the Casual Quarry Permit.

Back

 Next

Step 6: Enter the Return Details.

- Check-off Exemption Certificate(s) if there are any applicable.
- Mandatory fields: Enter Start and End Removal Dates in YYYY-MM-DD format.
- Mandatory fields: Enter the Amount Removed and Unit of Measure.

Step 7: Click **Next** to proceed to Review Page.

Step 8: Review all information. If you need to make changes, click the **Back** button otherwise click **Submit** to proceed with payment.

Casual Quarry Permit Return

- Select input method
- Designate permit
- Data Input Form
- Review Form Data**
- Confirmation Page

Selected Permit Info

Casual Quarry Permit ID: CP-2016-1008932
 Status: Issued
 Issue Date: 2016-02-23
 Expiry Date: 2016-11-30

Legal Description

Legal Description Lines:
 Line 1: NW1/4 SEC 22 TWP 024 RGE 004 E1

Further Description / Comment:
 EXCLUDING QL-3053 AND QL-3054

Return details

Please review the Quarry Return details. Click the Submit button to confirm all information are correct otherwise click the Back button to make any changes prior to submission.


Start Date [YYYY-MM-DD]: 2016-02-23 End Date [YYYY-MM-DD]: 2016-07-01
 Material: ROCK OR STONE (PROCESSED STONE) Royalty Rate (per TONNE): \$0.36
 Permit Quantity: 25,000 Permit Unit of Measure: TONNES
 Amount Removed: 25,000 Unit of Measure: TONNE
 Non-exempted Amount in Tonnes: 25,000 TONNES

Step 9: The Shopping Cart will show you the total amount to be paid. Click Next.

Shopping Cart

Event Description	Cost (excluding application fee)	Application Fee	Detail	Remove Item
Casual Quarry Permit Return	\$6,200.00	\$0.00	Affected quarry dispositions: CP-2015-1007935	Remove Event

Total Amount : \$6,200.00

 Next

Step 10: This will bring you to the **Financial Management** page. Select your **Method of Payment**, e.g. click Online Payment. Click **Next**.

Step 11: Once payment is approved, print a copy of the approval page for your records. The name “Mines Branch” will appear on your credit card statement. Click **Next** to proceed to the Confirmation Page.

Step 12: Click on **View Event Confirmation**. You will receive a system-generated email confirming the transaction.

Confirmation Page Index		
Event ID	Event Description	View Confirmation
346551	Casual Quarry Permit Return	View Event Confirmation

▼ Event Information

Event Number: 346551

Casual Quarry Permit Return successfully submitted.

▼ Selected Permit Info

Casual Quarry Permit Id: CP-2015-1007935
 Expiry Date: 2015-11-30
 Status: Concluded

▼ Legal Description

Legal Description Lines:
 Line 1: LS 3,4 SEC 03 TWP 013 RGE 015 E1


▼ Return details

Casual Quarry Permit Id: CP-2015-1007935
 Status: Concluded
 Return Number: 14731
 Start Date: 2015-07-01 End Date: 2015-09-30
 Quarry Material: GRAVEL Material Royalty Rate (per TONNE): \$0.50
 Permit Material Quantity: 10,000 Permit Material Unit: Tonnes
 Extracted Material Quantity: 10,000 Extracted Material Unit: TONNE
 Quarry Material Applied For:

▼ Quarry Return Total Payment

Royalty Payment: \$5,000.00
 Rehabilitation Levy: \$1,200.00

Total Paid: \$6,200.00

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Note that the status of the Casual Quarry Permit has now changed to **Concluded**.

Mines Branch Contact Information



Please email Mines Branch at mines_br@gov.mb.ca if a mistake was made on the Quarry Return.