



Guidelines for quartz claim staking in the Yukon

Quartz Mining Act

Before you set out to stake a quartz claim in the Yukon, you are encouraged to review these guidelines. This guide is intended to provide you with an overview of how to stake a claim and the requirements you must follow. If you have any questions, district mining recorders' office staff can assist you. Their contact information is available on the back of this guide.



Note: this guide is not legal advice and should not be relied upon for legal purposes. It is intended to summarize certain aspects of the Quartz Mining Act related to mineral rights and, as such, does not attempt to present all aspects of the act and regulations. This document may be amended from time to time. For complete information on all quartz claim staking and mineral tenure, please refer to the Quartz Mining Act and Quartz Mining Land Use Regulation available at <https://legislation.yukon.ca/>

1. What is a quartz claim?

In the Yukon, Commissioner's lands are available for mineral exploration and mining. Before performing these activities, an individual must first acquire a "claim" to gain the exclusive right to the minerals within the boundary of that claim.

Quartz claims, also referred to as mineral claims, entitle claim holders to the minerals located in hard rock (i.e., bedrock) while placer claims entitle claim holders to the minerals (gold) above bedrock.



In the Yukon, claims are marked or "staked" out by a series of posts on the ground. This means that you must travel to the area you intend to claim and put posts in the ground. There are no provisions in the *Quartz Mining Act* or *Placer Mining Act* that allow for map staking.

The following guide is specific to quartz claims only. For more information about placer claims, see the "Guidelines for placer claim staking in the Yukon" available online at [Yukon.ca/en/guidelines-placer-claim-staking-yukon](https://yukon.ca/en/guidelines-placer-claim-staking-yukon).

Important note

Staking a quartz claim **does not give the claim holder surface rights** or the exclusive rights to the land. Claims are not private property and you cannot build a permanent structure or residence on a claim. Quartz claims cannot be used for commercial purposes (other than exploration) and the owner of a claim cannot give permission to a third party to occupy the surface for any purpose other than mineral exploration.

General qualifications for quartz staking

Anyone 18 years or older can stake a claim. There is no requirement for Canadian citizenship or Yukon residency. The person who stakes a claim is legally referred to as a "locator" but is more commonly called a "staker."

Corporations proposing to do business in the Yukon, which includes holding quartz claims and other business related to claims, must be registered with the Government of Yukon Corporate Affairs Branch. For more information visit their website at <https://yukon.ca/en/departement-community-services>.



2. Check before you stake

Before staking a quartz claim, make sure the ground is available for staking (i.e., open ground). Visit [Yukon.ca/en/science-and-natural-resources/mining/find-information-mineral-tenure](https://www.yukon.ca/en/science-and-natural-resources/mining/find-information-mineral-tenure) to view existing quartz claims in the area via the online map viewer. The map viewer and database, available on this website, are updated frequently by the district mining recorders' offices; however, delays may occur. The best and most accurate record of recent staking is available at each office. As such, it is strongly recommended that you check with the district office before staking a claim. Online maps are only a guide.

Staking is **not permitted** in the following areas:

- On active quartz claims.
- First Nation Category A Settlement Land.
- Curtilage (yard) or land immediately adjacent to a dwelling-house.
- Agricultural land currently under active cultivation.
- Land valuable for water-power purposes.
- Church, cemeteries and burial grounds.
- Any land removed from staking by Order in Council (often referred to as OICs or prohibition orders), for example:
 - Lands withdrawn from staking for the settlement of land claims
 - special land management areas
 - parks
 - airports
 - historic sites

3. The two-post staking system

In the Yukon, every quartz claim must be marked on the ground by two legal posts, one at each end of a location line. A typical quartz claim measures 1,500 feet by 1,500 feet, with claim boundaries at right angles to the location line. A quartz claim cannot be greater than this but may be smaller in certain circumstances (see [Section 6](#)).

Once a post is planted, it cannot be moved, defaced or altered in anyway. The maintenance of claim posts is a continuing responsibility of the claim holder. This includes ensuring that claim tags are properly affixed to posts at all times.

The *Quartz Mining Act* does not require GPS points (longitude and latitude) of post locations. It is, however, extremely helpful for the correct mapping of your claims after you have recorded them. Where there is a discrepancy between mapped post locations and posts in the ground, the location of the posts in the ground determine the location of the claim.

Location line requirements

You must clear (cut and brush) a line between post No. 1 and post No. 2 of your claim. The purpose of a location line is to ensure that another party interested in staking a claim in the vicinity will be able to cross the location line at any point and recognize they may be on an existing claim.

If the terrain allows, location lines should be cut to create a line of sight from one post to the other. Trees and brush should be cut or removed to leave a clearly visible and straight path through the bush. Where there is no timber or underbrush, the location line must be marked with monuments of earth or rock not less than 18 inches high and 3 feet in diameter at the base. Each post and location line must be on “open ground” that is available for staking.

Important notes

- Flagging tape alone is not acceptable to delineate a location line.
- Heavy equipment **cannot** be used to establish a location line.

In the *Quartz Mining Act*, a location line is defined as “a straight line opened or indicated throughout between posts No. 1 and No. 2 of a quartz claim and joining them.”

Witness posts

If post No. 2 cannot be set up at the appropriate end of the location line due to the presence of a lake, stream or other insurmountable natural obstacle, the claim holder may set up a “witness post.” The witness post must on the location line as close as possible to where post No. 2 should have been placed. Post No. 1 **cannot** be a witness post.

If it is not obvious to the mining recorder as to why a witness post was used, a statutory declaration must be sworn or affirmed by the staker as to why post No. 2 was not placed in the proper location. If a witness post is used and it is later determined that one was not needed, the witness post will be considered post No. 2 and form the claim boundary.

Claim post requirements

Claim posts, including witness posts, must:

- be no less than the size of milled 2 by 2 inch posts (1½ inch by 1½ inch lumber available commercially can be used for claim posts); and
- have a squared face to the 1½ inch width for at least the upper 18 inches and be 4 feet high with a mound of stones or earth 18 inches high and 3 feet wide at the base (see [Figure 1a](#)).

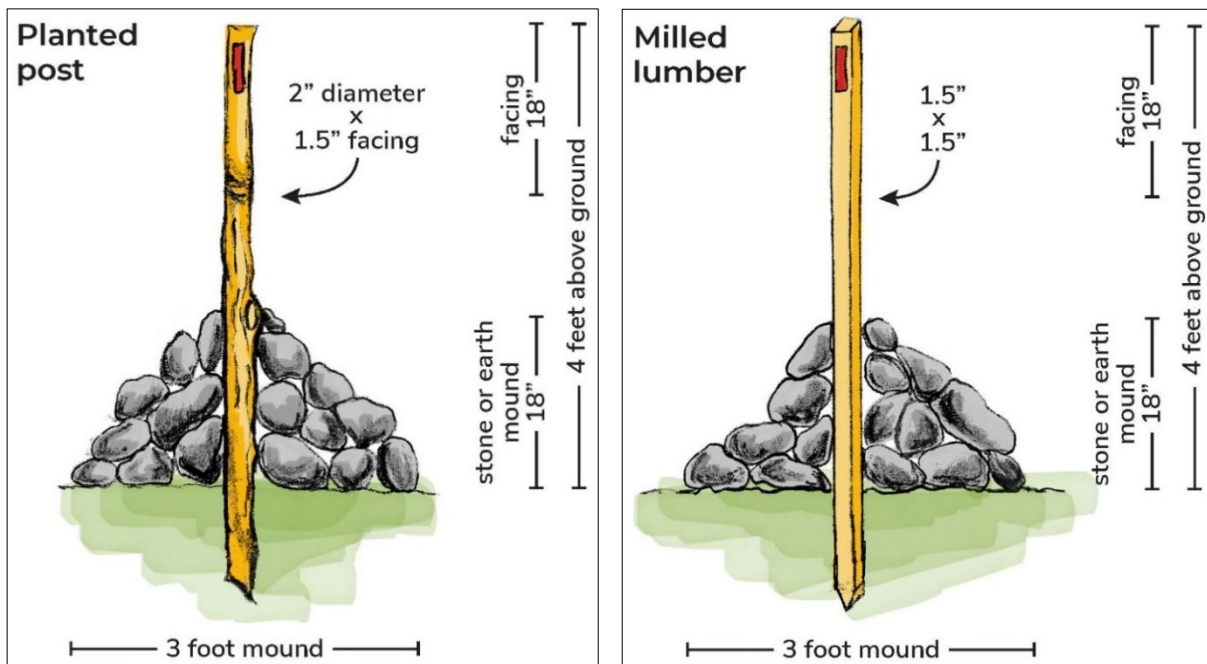


Figure 1a: examples of claim posts



If trees or stumps are used as claim posts, the following is required.

- The upper 18 inches must be squared off to the 1½ inch face for the full 18 inches.
- It must be coniferous tree (spruce, pine, etc.). Deciduous trees will regrow and cannot be used.
- It must be a solid, topped tree (see [Figure 1b](#)).

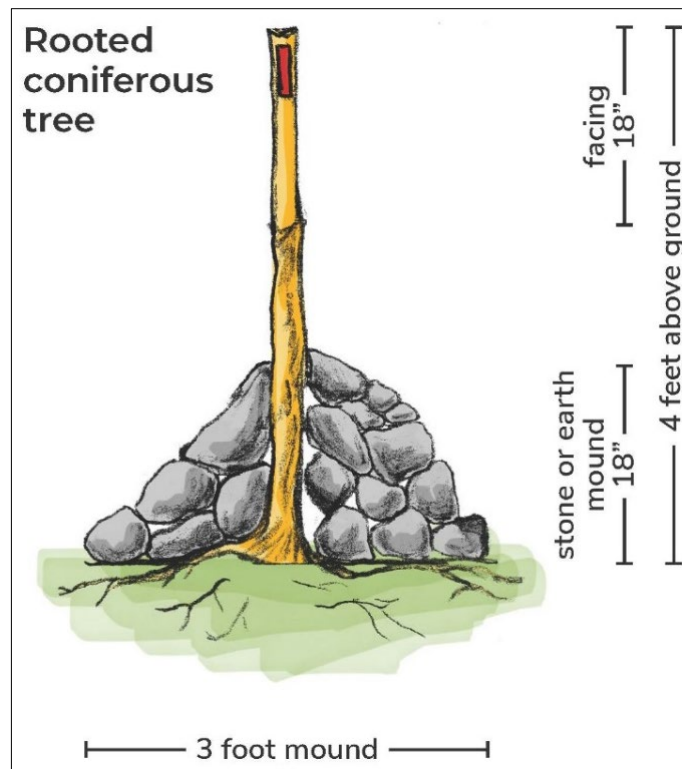


Figure 1b: example of a claim post using a rooted tree

Staking order

The preferred sequence of staking is illustrated in [Figure 2](#). The zig-zag arrow on the left indicates the preferred method of staking for claims in rows of two or multiples of two. The straight arrow on the right is the preferred method of staking a single row of claims or odd numbers of claims.

It is important that claims be staked in the same numerical order as the claim tags (see [Section 4](#)) so that the claims may be recorded properly. When claims are staked, tagged and recorded in proper sequence, renewals and paperwork are more manageable.



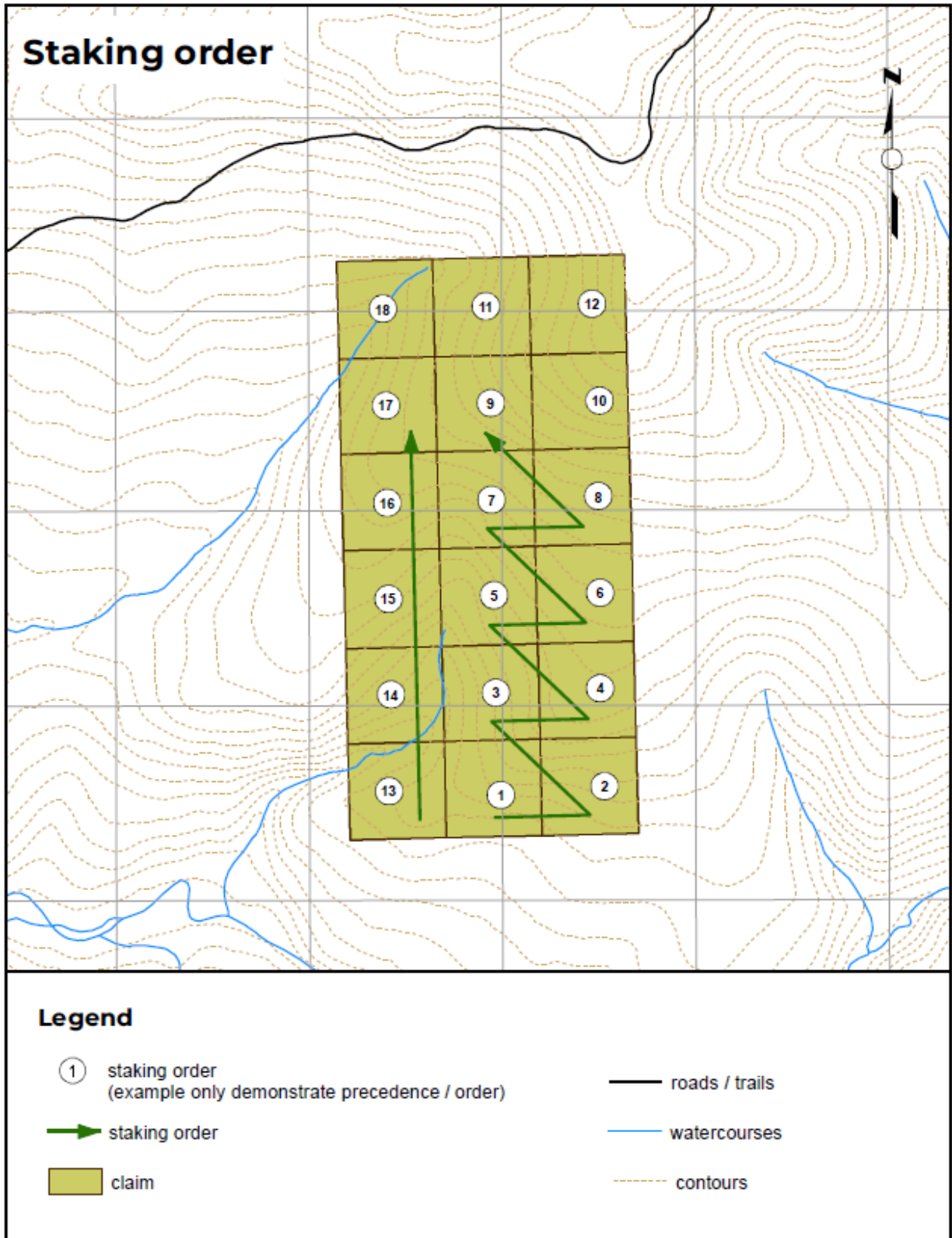


Figure 2: preferred staking order



4. Claim tags

Claim tags must be purchased in advance of staking from a mining recorder's office. Two tags are required for each claim (one for each post) and are sold in sets for \$2.00. Claim tags are sold blank with the exception of a pre-determined grant number (e.g., YC00001, see [Figure 3](#)).

How to tag your claim posts

On post No. 1, the claim tag must be affixed to the side of the post facing post No. 2. On post No. 2, the tag must be on the side of the post facing post No. 1.

Inscribing your tags

The following information must be inscribed on the **Post No. 1** tag.

- Claim name and number.
- Name of the person locating the mineral claim (i.e., the staker). Nicknames cannot be used.
- Staking date.
- Direction of Post 2 from the location of Post 1 (e.g. North or N is also acceptable).
- Number of feet lying to either the right or left of the location line, as applicable (known as the “throw”). For a full claim, this would be 1,500 feet.

The following information must be inscribed on the **Post No. 2** tag.

- Claim name and number.
- Name of the person locating the mineral claim (i.e., the staker). Nicknames cannot be used.
- Staking date.
- If a witness post is used, enter the distance in feet and direction of where Post 2 would have been placed.

Again, to make future paperwork easier, it is suggested that you choose one name for all the claims in a claim block and number them sequentially rather than giving each claim an individual name. For example, naming your claims “CLAIM 1” through to “CLAIM 10.” See [Figure 3](#) and [Figure 4](#) for examples of completed claim tags.

Claim names: The use of special characters, such as “&”, “!”, “_” etc. in the name of your claim is not recommended. Keeping claim names short and meaningful will help you remember them and keep future paperwork simple.



Take note of the following:

- Tag information can be inscribed before going in the field, except for the date, which must be entered in the field at the time of post placement.
- Tags must be inscribed so the writing is clearly visible. Use an etching pen (a pen with a carbide tip) or the point of a nail. Felt tip pens and other methods of surface marking will fade over time and are not acceptable.
- Tags must be securely fastened to the claim post (two nails or staples per tag should be used in the holes provided at the top and bottom of the tag). Using one nail to affix a tag, wiring the claim tag to the post, or placing the tag in a cut on the side of the post are all insecure methods of placement and are not acceptable.
- Remember, the information you fill in on the claim tags **must** be legible. The nails used to fasten the tag to the post must not obscure the inscription on the tag.

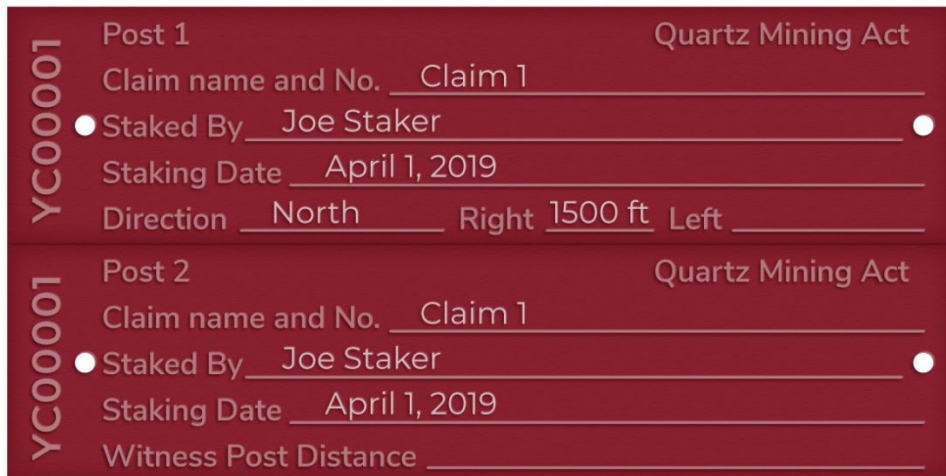


Figure 3: inscribed claim tags for post No.1 and No. 2 (example)

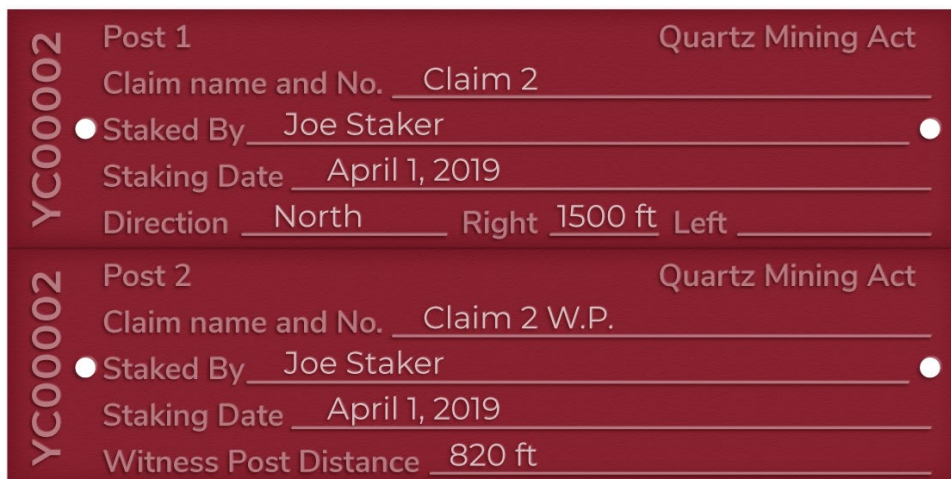


Figure 4: inscribed claim tags where post No. 2 is witness post (example)



Important notes

- Improperly completed tags could lead to the loss of mineral rights.
- **It is unlawful to move, remove, reuse or change posts or tags from other claims and doing so will invalidate your claim.**
- The cost of changing a claim name is \$25.00 per claim.

Remember to check your kit before you leave

Make sure you have all the information and equipment you need before going out to stake a claim. It is recommended that you obtain a map of claims and other land dispositions in the area you plan to stake. This will assist you in identifying and sketching possible claim locations. Maps are available online or at mining recorder's offices for a fee.

Safety preparations

Claim staking generally occurs in remote wilderness areas with limited or no cell phone coverage or access to emergency services. Some claim areas are accessed via unpaved roads or trails, which see varying levels of maintenance. Weather conditions can cause significant changes in road conditions within a few hours, which may render previously drivable sections of roads impassable.

Please use sound judgement when exploring areas and ensure you have the appropriate supplies needed to stay safe. This includes safety supplies to deal with changing weather and road conditions and wildlife encounters. Unless you are near a settled area with assured coverage, do not rely on cell phones for communications or mapping.

Mine roads

Exercise caution while driving on mine access roads as heavy equipment and wide loads can be encountered at any time. Also, be aware that there are no street signs or location markers on most mining roads. Claim maps should not be relied upon for navigation as road and trail information is not kept up-to-date and roads within mined areas may be altered at any time to accommodate mining activities.

Individuals staking claims do so at their own risk. The Government of Yukon assumes no responsibility or liability for accidents or damages that may be incurred by persons locating or seeking to locate claims.



5. Fractional quartz claims

A fractional claim is used to acquire ground lying between previously located quartz claims (staked and recorded). Fractional quartz claims should be staked in the most advantageous manner to gain the most open ground when a full size quartz claim cannot be staked due to existing previously recorded claims.

The posts should be planted on the boundaries of the previously located claims, taking the necessary steps to avoid placing the posts within the area of any previously located claim. It is the responsibility of the person staking the claim to determine the boundaries of the previously located claims before staking a fractional claim (see [Figure 5](#)).

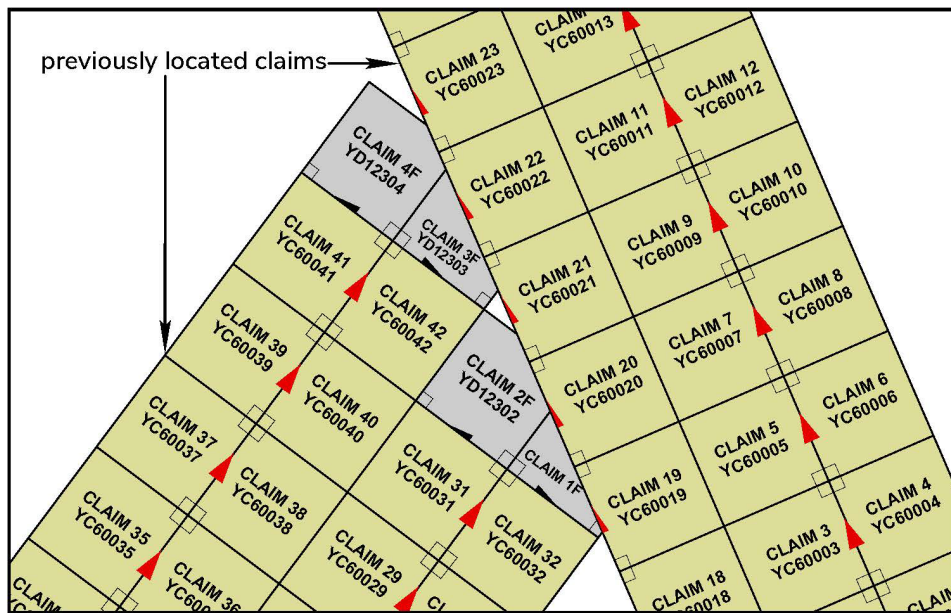


Figure 5: fractional claims in relation to previously recorded claims

Important note

Claims are only considered previously located if they are staked and recorded with the district mining recorder's office.

A fractional quartz claim is defined as: "Any plot of ground lying between and bounded on opposite sides (east-west or north-south) by previously located (recorded) mineral claims measuring less than 1,500 feet by 1,500 feet."



Fractional claims measure less than 1,500 feet in length by 1,500 need not be rectangular in form, and the angles need not be right angles. However, the angles extending from post No. 1 and post No. 2 are **not** to exceed 90° (see [Figure 6](#)).

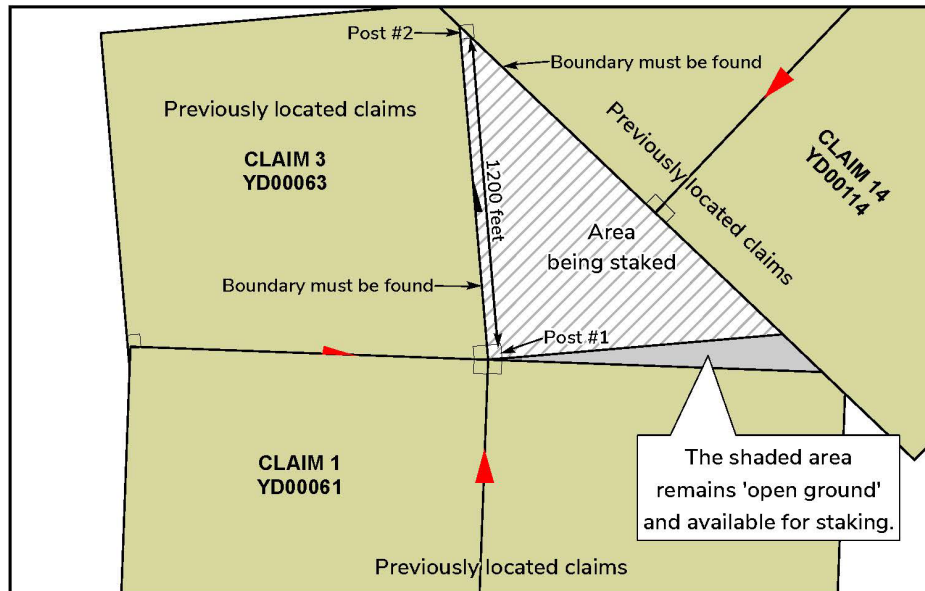


Figure 6: fractional claims and angles

District boundaries and claims that are staked but not recorded cannot create a fraction (see [Figure 7](#)).

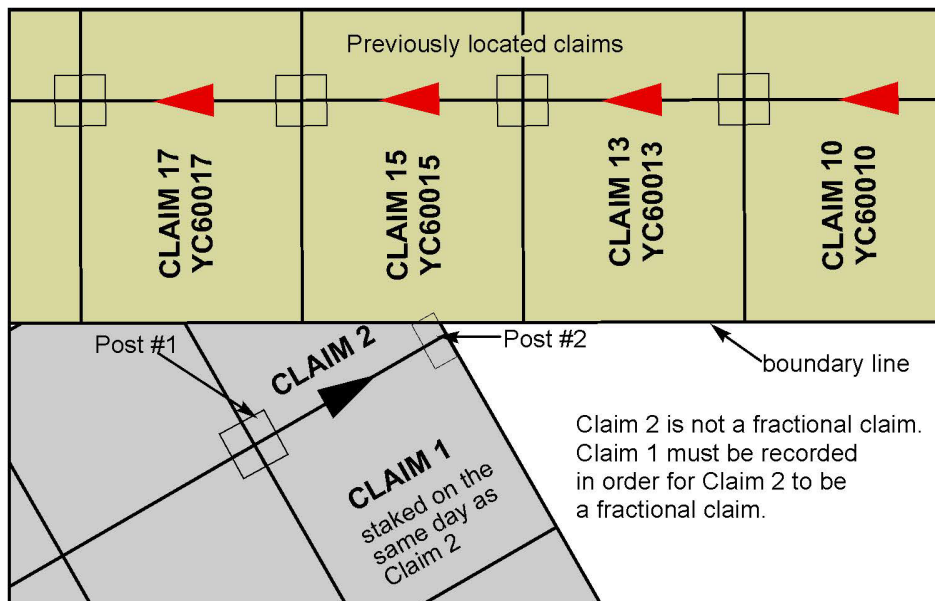


Figure 7: fractional claims and claims that have not been recorded



Internal fractions

Small fractions that are created by a wandering location line are called internal fractions. Internal fractions are only protected when the claims are staked as a group, by an individual, provided the location line does not exceed 1,500 feet in length (see [Figures 8a](#) and [8b](#)).

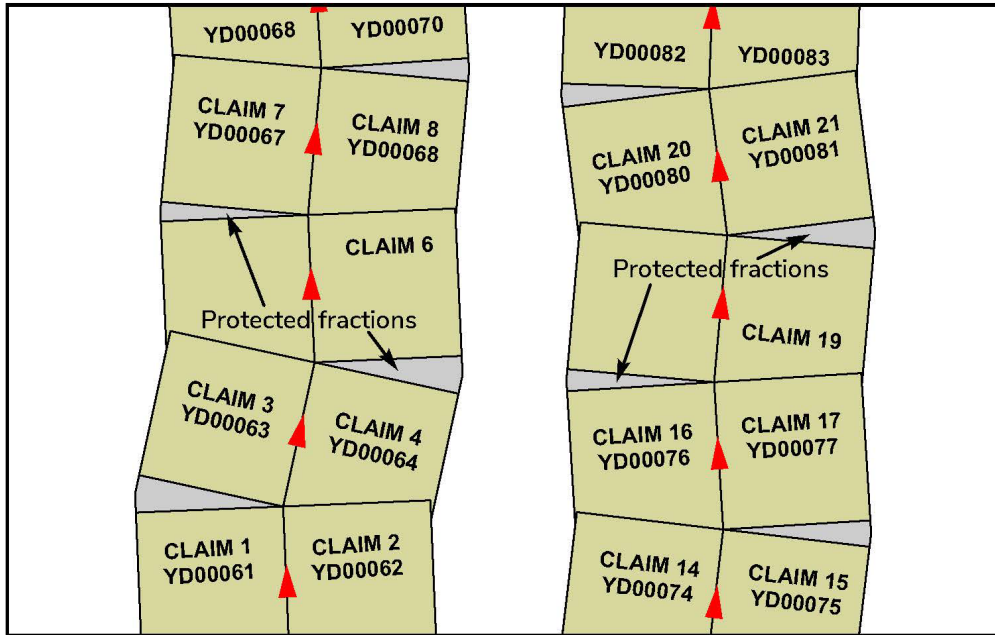


Figure 8a: internal fractions

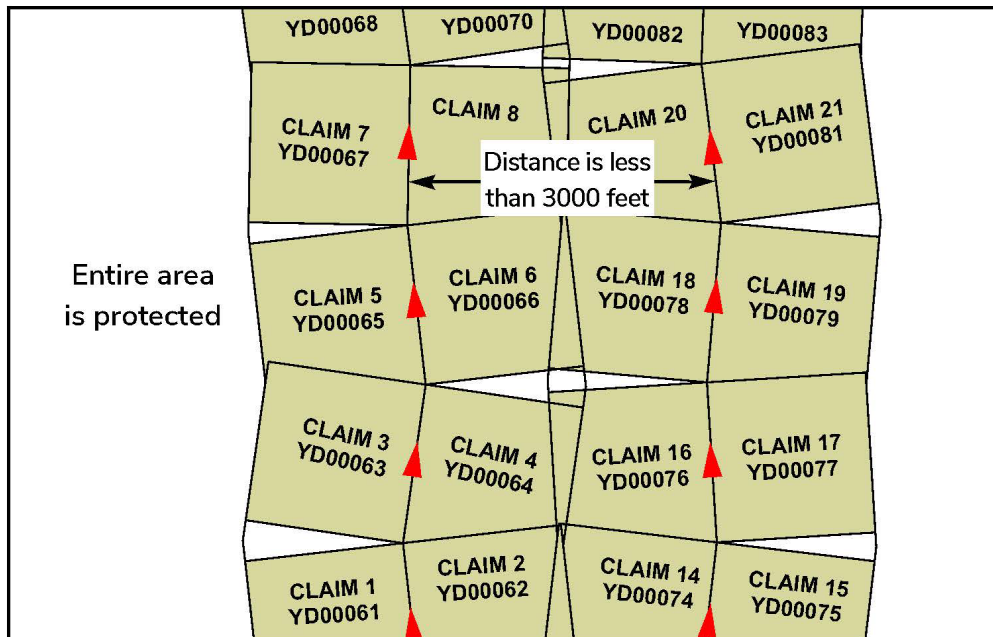


Figure 8b: internal fractions



Non-internal fractions

If the distance between post No. 1 and post No. 2 exceeds 1,500 feet, the area beyond the 1,500 foot limit of post No. 2 is **open ground and not protected** as an internal fraction (see [Figure 9](#)). Clients are advised to be particularly careful in staking large blocks to keep their location lines no more than 3,000 feet apart. Fractions created when the location lines of two groups of claims exceed 3,000 feet are not considered protected fractions and are open ground that may be staked by anyone (see [Figure 10](#)).

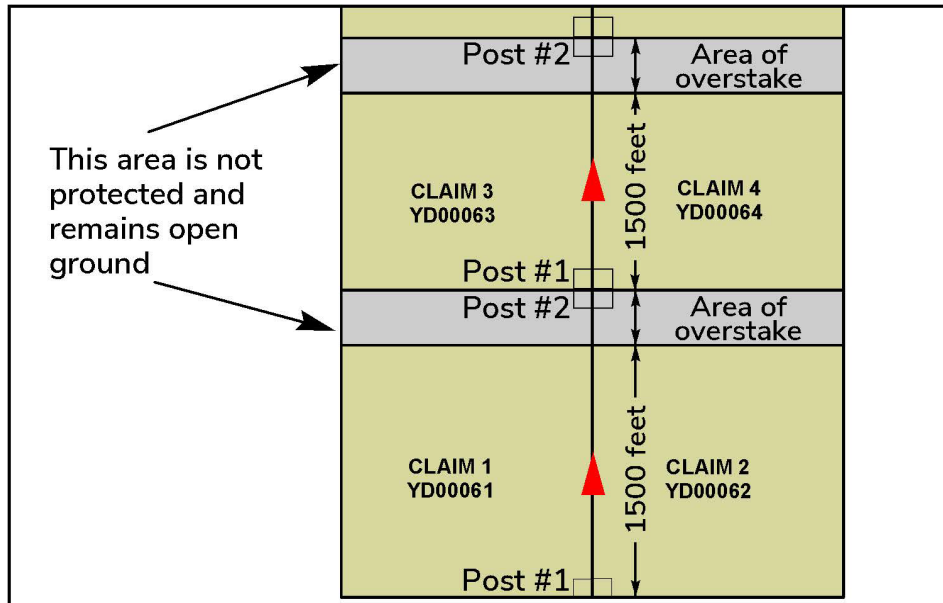


Figure 9: unprotected area between posts

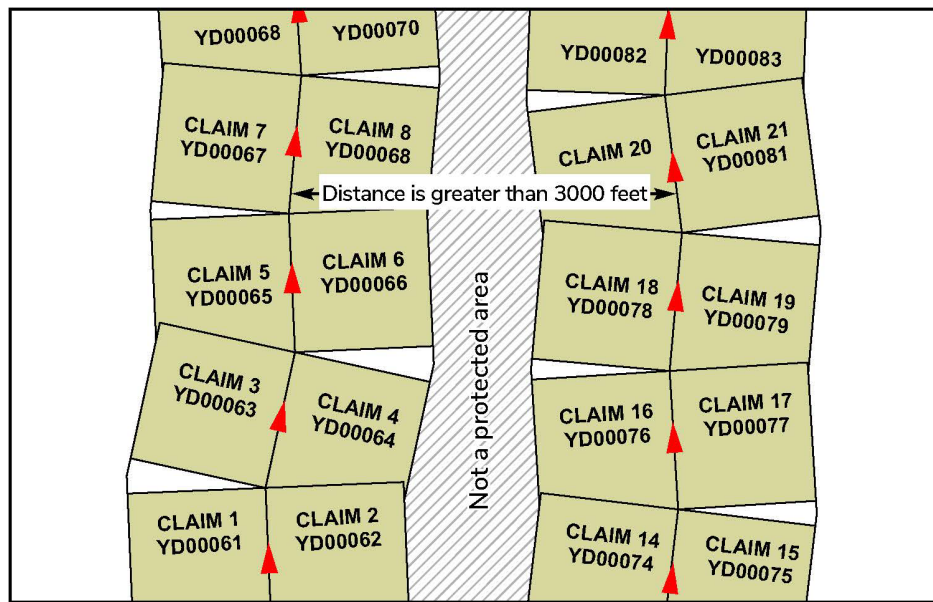


Figure 10: unprotected area between location lines



Fractional claim tags

The claim tags of the fractional claim are regular tags. However, they must be marked with an “F” immediately following the name given to the claim. In addition, the length of the location line, in feet (e.g., 1,300 feet), must be clearly identified on the post No. 1 tag (see [Figure 11](#)).

YC00003 Post 1 Quartz Mining Act
 Claim name and No. Claim 3 F
 ● Staked By Joe Staker ●
 Staking Date April 1, 2019
 Direction North Right Left 1300 ft

YC00003 Post 2 Quartz Mining Act
 Claim name and No. Claim 3
 ● Staked By Joe Staker ●
 Staking Date April 1, 2019
 Witness Post Distance

Figure 11: inscribed claim tag for a fractional claim (example)

Fractional claim application

The application for a fractional claim **must** be on an “Application for a Fractional Quartz Claim” (Form 2). The mining recorder may refuse a fractional claim application if the sketch does not clearly indicate that open ground exists to accommodate a fractional claim. This may require a survey, a differential GPS survey or an inspection before issuing a grant.

Representation work

Fractional quartz claims that measure less than 25 acres and have a location line measuring less than 750 feet, known as partial quartz fractions, only require 50% of the amount of representation work to be performed on the claim to keep it in good standing (see [Section 8](#) of this guide). Full recording fees are required.



6. Record your claim

After you stake a claim you are required to complete an application for a grant of claim (i.e., record your claim). Applications must be filed at the appropriate district mining recorder's office within a specific period, called travel time. The travel time for quartz claims is 30 days from the date the claim was staked regardless of where the claim happens to be in relation to the mining recorder's office. Claims cannot be recorded after the allowable travel time has passed.

An application consists of:

- a completed and notarized application form signed by the staker;
- the fee of \$10.00 per claim; and
- a signed and dated sketch of your claim (see [Figure 12](#)).

Sketches must have the following information:

- a scale;
- north arrow;
- map sheet number;
- the location of any geographical features such as lakes, rivers, or streams;
- the location line;
- the direction of staking;
- claim boundaries; and
- any adjacent claims.

Mining recorder's offices cannot hold partial applications. If the application is not complete, it will be returned to the applicant and will not be recorded.

Forms and fee schedules are available online at <https://yukon.ca/en/doing-business/licensing/apply-quartz-claim>.

Staking on surface dispositions

When a claim is staked over an existing surface disposition, for example, reservations under the *Lands Act* or titled property, the claim holder may need to provide financial security. When there is overlap with First Nation Category B settlement land, financial security is required. The district mining recorder can provide further information on a



case-by-case basis regarding financial security. Note, chapters 6 and 18 of each final agreement contain general provisions regarding access to and across settlement land.

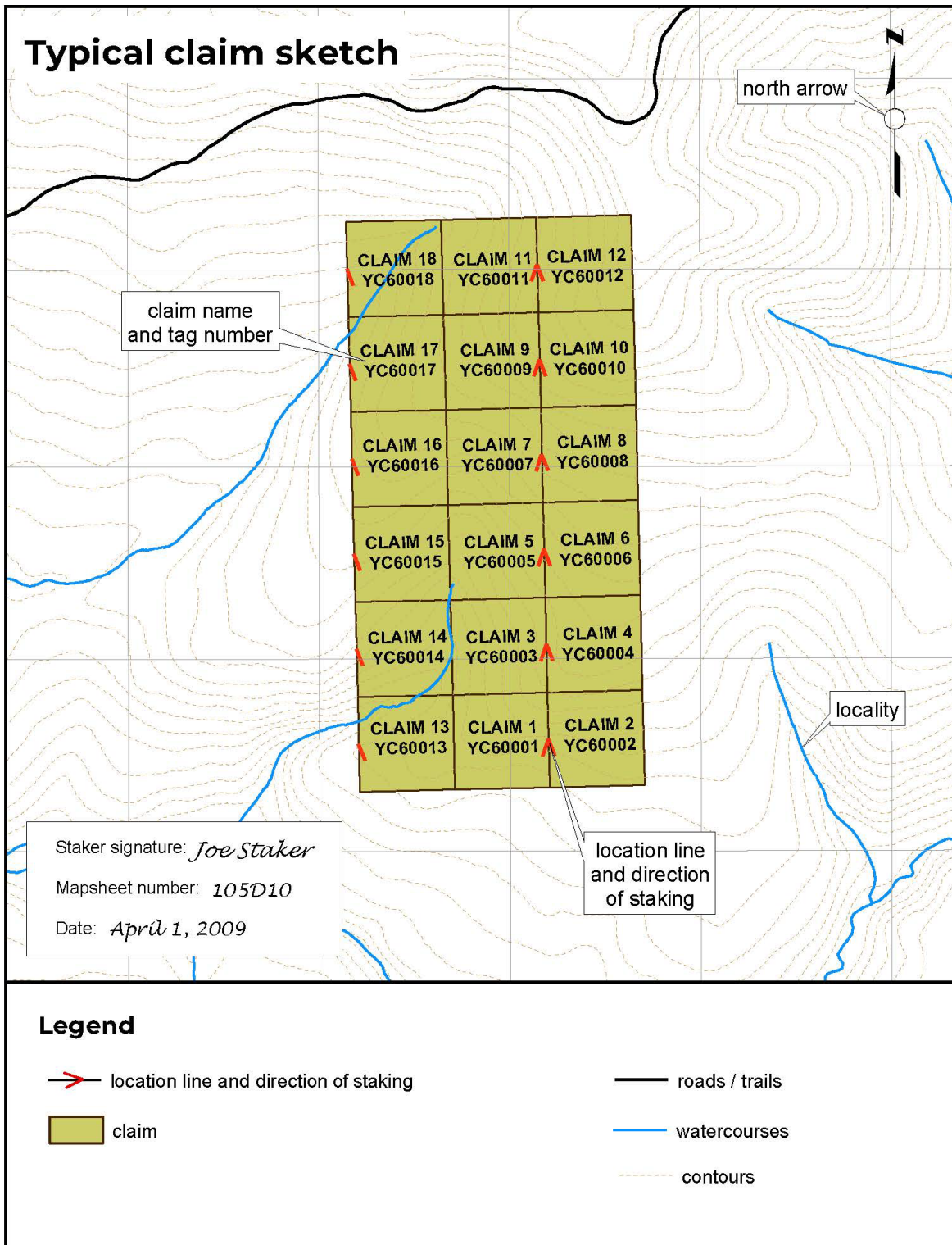


Figure 12: Typical claim sketch



7. Keep your quartz claim in good standing

To fully understand what is required to keep your claim in good standing, further information must be obtained from the “Quartz Schedule of Representation Work” and the “Quartz Grouping Guidelines” available at [Yukon.ca/en/schedule-representation-work-and-quartz-grouping-guidelines](https://www.yukon.ca/en/schedule-representation-work-and-quartz-grouping-guidelines).

If approved, a claim expires one year after the date it is recorded. The date the mining recorder’s office receives your application form, staking sketch and fees is the official recording date. During this one-year period, the claim holder is required to do \$100.00 worth of “representation work” on the claim in order to renew the claim (i.e., keep the claim in good standing) for one more year.

Representation work

Many types of work qualify as representation work. The “Quartz Schedule of Representation Work” provides a complete list. Some activities listed in the schedule require **prior approval** of the mining recorder in order to be used as representation work. The schedule also assigns a dollar amount to different types and quantities of work in order for you to calculate the value of representation work that has been completed. For more information, review the full schedule at [yukon.ca/en/schedule-representation-work-and-quartz-grouping-guidelines](https://www.yukon.ca/en/schedule-representation-work-and-quartz-grouping-guidelines).

Filing representation work

To apply representation work to a claim, a claim holder must file an “Application for Certificate of Work” (Form 4) with the district office. There is a \$5.00 fee per claim per year. Documentation required will depend on the type of work done but will include a description of the work (e.g., trench dimensions), a certified statement of expenditures, a map showing the work locations, the type of equipment used, the start and end dates of work, and include an assessment report prepared by a qualified professional.

Take note of the following rules:

- Work must be applied to quartz claims in the year it was completed.
- If a claim is due to expire that year (expiry year), claim holders can apply more than one year of work towards the renewal at a time, up to a maximum of five years provided enough work was completed during the year.



- If a claim is not scheduled to expire in the year of application, claim holders can apply work towards the renewal up to a maximum of four years provided enough work was completed during the year.

Important note

If a claim is in its expiry year, representation work completed in the claim year must be filed before the expiry date. If the claim is not scheduled to expire that year, work must be filed by the anniversary date of the claim. Please contact the mining recorder's office to confirm claim anniversary dates or expiry dates.

Anniversary date vs. expiry date – The anniversary date of a claim occurs yearly on the date the claim was originally recorded. For example, if you staked a claim and recorded it on July 29, 2018, the anniversary date of the claim would be July 29 yearly. The expiry date of a claim is the same date as the anniversary date but, depending on how much representation work has been applied to the claim, the claim might not expire for several years.

Grouping your claims

Quartz claims may be grouped. The purpose of a grouping your claims is to allow an operator to concentrate activities on one or more claims in an area without having to perform representation work on each claim separately. Work done on any claim in the grouping can be applied to all claims in the grouping for the purpose of renewing.

To group your claims and obtain a grouping certificate you will be required to submit a grouping application and a sketch outlining the entire claim block. Take note of the following rules:

- Groupings can include a maximum of 750 adjoining claims.
- Claims are only allowed to be grouped once per 12 month period.
- Work performed can only be applied to one grouping.
- Grouping applications will be accepted prior to, or in conjunction with an application for a Certificate of Work.
- Work done on any claim in the grouping can be applied to all the claims in the group, provided the value of the representation work is enough to renew the claims requested for the time requested.



Important notes

- Any change in claim ownership will invalidate that grouping.
- For further information on grouping quartz claims refer to the “Quartz Grouping Guidelines” available online at yukon.ca/en/quartz-grouping-guidelines-quartz-mining-act.



Representation work deadline

Applications and fees must be submitted with the applicable mining recorder's office by the anniversary date of the claim or the claim will expire. If you "common date" your claims, meaning you file a renewal that gives all the claims the same anniversary date, renewals will have to be filed by the new anniversary date of the claims.

There is a two week (14 day) period following the anniversary date when work can still be filed with the mining recorder. This is often referred to as the "grace period" for filing work. Applications and all documentation must be received no later than 14 days after the anniversary date of the claim.

If a claim holder allows a claim to lapse (expire) but the claim holder has done sufficient work to keep it in good standing, the claim holder can apply for a renewal grant and pay a late fee for the renewal. In this case, the claim can only be renewed for one year, regardless of how much work has been done. The renewal grant will cancel any new grant issued or pending application for the claim (or portions of the claim) provided the applicant pays the current claim holder for any expenses they incurred to obtain the claim and for any work done on the claim.

The late charges are \$15.00 if the renewal is applied for within 3 months of the expiry date, or \$30.00 if it is applied for between 3 to 6 months after the expiry date. Please note that applications for renewals will not be accepted on claims expired for more than 6 months. Work not filed with the mining recorder 6 months past the anniversary date of the claim will **not** be accepted.

Paying in lieu of work

For quartz claims, paying in lieu is an option if work has not been completed. Fees and an application form or a letter indicating the claims and the renewal years requested must be received **before** the expiry date of the claims. There is no grace period for making a payment in lieu. The fee required is \$100.00, plus \$5.00 for the Certificate of Work, for a total \$105.00 per claim, per year. The application form is available from <https://yukon.ca/en/application-renewal-grant-quartz-mining-pay-lieu>.



8. Mining Land Use Regulations

Regulations and working your claim

All work completed on a claim must comply with the Part 2 of the Quartz Mining Act and the Quartz Mining Land Use Regulation, including the Schedule 1 Operating Conditions available online at: https://legislation.yukon.ca/regs/oic2003_059.pdf
https://legislation.yukon.ca/legislation/page_q.html.ca.

The Operating Conditions are a basic set of rules developed to ensure environmental and public safety. Every quartz program from small-scale prospecting to fully operating mines must abide by these mandatory procedures. Additional conditions may be placed on work that requires notification.

The Quartz Mining Land Use Regulation establishes class criteria for exploration programs. These criteria categorize exploration programs into four classes. Classes 1 through 4 represent activities with increasing potential to cause adverse environmental impacts. Programs with any activities above the Class 1 criteria is considered Class 2, any activities above the Class 2 criteria is considered Class 3, and any activities above the Class 3 criteria is considered Class 4.

If any of your planned activities are listed on the Operation Class Criteria Table in the regulations at <https://yukon.ca/en/doing-business/licensing/determine-class-your-quartz-mining-exploration-program#class-1-exploration-program-limits>, you require an approved Notification or Operating Plan (permitting). All activities above Class 1 require environmental assessment pursuant to the Yukon Environmental and Socio-economic Assessment Act. Please contact the district mining recorder's office before proceeding with any work to confirm if your work requires an authorization.

On April 1, 2020, the requirement for Class 1 notification became Yukon-wide. As such, if your planned activities fall within the Class 1 criteria, you must submit a notice, and receive a response, before performing any work on your claims. You can submit your notice online at yukon.ca/en/submit-class1-exploration-notice. You can also visit this website for more specific information about Class 1 notification and how to submit your notice.

Unless you have a Class 3 or Class 4 mining land use approval (permit) in place, all disturbances and workings must be reclaimed within one year.

Contact us for more information

District mining recorder's offices

Whitehorse Mining Recorder

Location: Room 102 - 300 Main Street

Whitehorse YT Y1A 2B5

Phone: (867) 667-3190

Email: whitehorse.mining@yukon.ca

Dawson Mining Recorder

Location: 1302 Front Street

Mail: PO Box 249, Dawson City YT Y0B 1G0

Phone: (867) 993-5343

Email: dawson.mining@yukon.ca

Mayo Mining Recorder

Location: 207 - 6th Avenue

Mail: PO Box 10, Mayo YT Y0B 1M0

Phone: (867) 996-2256

Email: mayo.mining@yukon.ca

Watson Lake Mining Recorder

Location: 1007 Alaska Highway

Mail: PO Box 269, Watson Lake YT Y0A 1C0

Phone: (867) 536-7366

Email: watson.mining@yukon.ca

