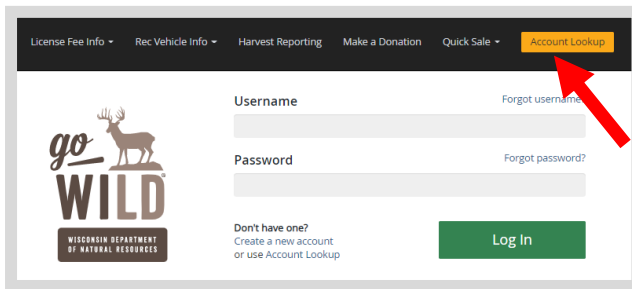
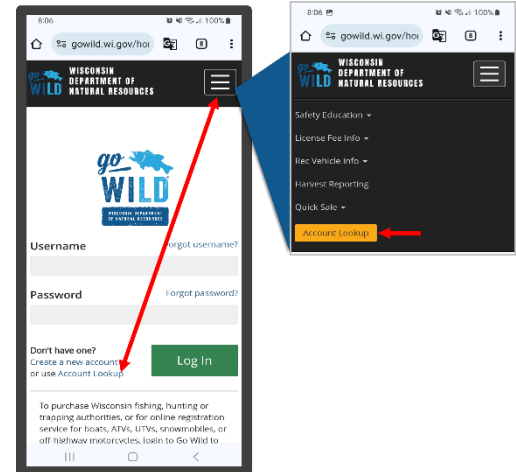


# HOW TO RENEW/PURCHASE DECALS FOR COMMERCIAL DEALER REGISTRATION


- Visit the website [gowild.wi.gov](http://gowild.wi.gov). If you have already set up a username/password for your account, you may log in directly using that. If you have not yet created a username/password, use the “Account Lookup” option to search for your account or create a new account if necessary.



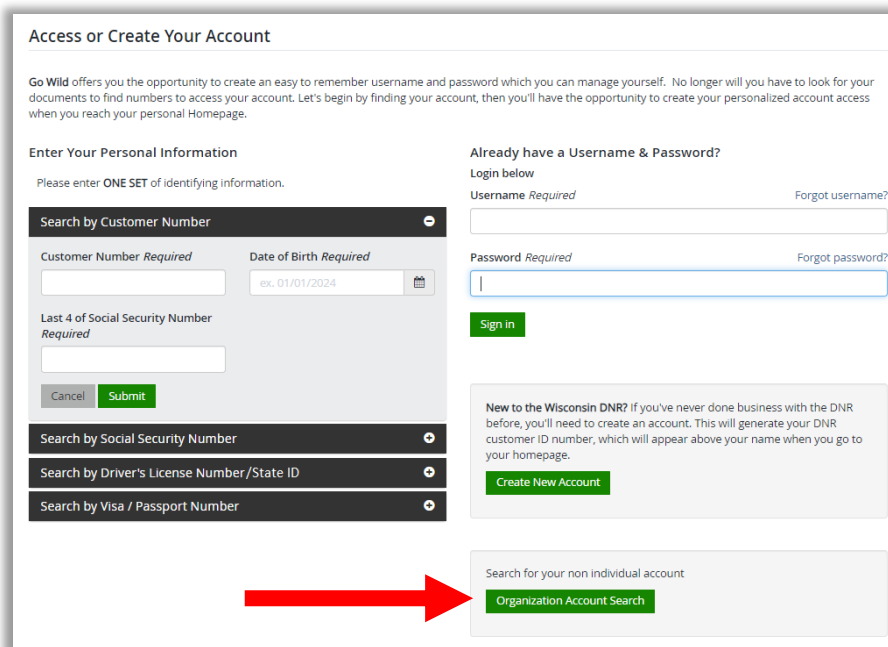
Desktop view of the go WILD login page. The 'Account Lookup' button in the top navigation bar is highlighted with a red arrow.



Mobile view of the go WILD login page. The 'Account Lookup' button in the top navigation bar is highlighted with a red arrow.

- **Mobile Users** who haven't created a username/password may access the account look-up options by selecting “Account Lookup” under the username section or select the  icon to display the “Account Lookup” button.

- **Search for your account** - Select the “Organizational Account Search” button.



Access or Create Your Account

Go Wild offers you the opportunity to create an easy to remember username and password which you can manage yourself. No longer will you have to look for your documents to find numbers to access your account. Let's begin by finding your account, then you'll have the opportunity to create your personalized account access when you reach your personal Homepage.

Enter Your Personal Information

Please enter ONE SET of identifying information.

**Search by Customer Number**

Customer Number Required Date of Birth Required

Last 4 of Social Security Number Required

Cancel Submit

**Search by Social Security Number**

**Search by Driver's License Number/State ID**

**Search by Visa / Passport Number**

Already have a Username & Password?

Login below

Username Required Forgot username?

Password Required Forgot password?

Sign in

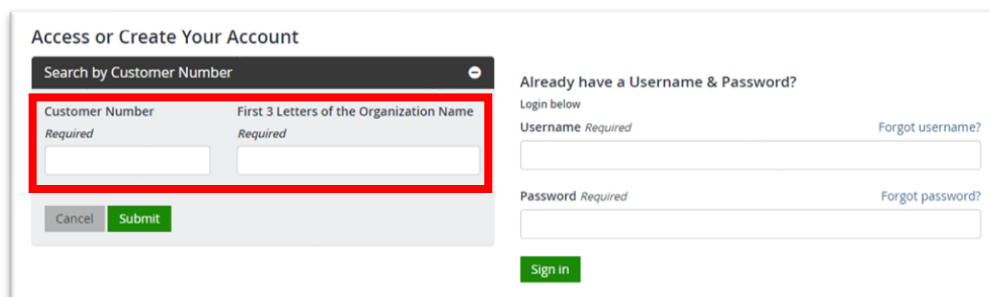
New to the Wisconsin DNR? If you've never done business with the DNR before, you'll need to create an account. This will generate your DNR customer ID number, which will appear above your name when you go to your homepage.

Create New Account

Search for your non individual account

Organization Account Search

- **Search by Customer Number.** Enter your DNR customer number and the first 3 letters of your organization name. Select the “Submit” button when finished.
  - Dealers: The customer number is the same as your Dealer ID. This number can be found on your dealer renewal notice; ATV/UTV, OHM and snowmobile dealers may find this number on the dealer certificate.



Access or Create Your Account

**Search by Customer Number**

Customer Number Required First 3 Letters of the Organization Name Required

Cancel Submit

- **Manage Account Security.** 1) Once your account is found, enter a unique **username** that you will use to log into your account in the future. 2) Create a **password** and enter it twice for confirmation. 3) Create a **Security question and answer**. This is used as a security measure should your username or password become “locked”. Use the guidelines listed on the page to create these items. Select “Save Changes” when finished.

**Manage Account Security**

**Create Username and Password**

Your Username must be between 5-20 characters and consist of letters and/or numbers.

Username Required **1**

Your Password must be between 7-20 characters and MUST contain a combination of letters and either numbers or special characters (except the "@" sign). Passwords and Security Answers are case sensitive.

Create New Password Required **2** Confirm New Password Required **2**

**Update Security Question**

Security Question Required

Security Answer Required **3**

Cancel Save Changes

- **Login to access your account.** After successfully creating your account, you will be sent a welcome email message. To login to Go Wild, enter the username and password you just created.

Success! Online account creation successful. Please sign in using your username & password.

**Access or Create Your Account**

**Search by Customer Number**

Customer Number Required First 3 Letters of the Organization Name Required

Cancel Submit

**Already have a Username & Password?**

Login below

Username Required Forgot username?

Password Required Forgot password?

Sign in

- **Review Summary.** Review your account profile and personal information for accuracy. If changes are needed, select the “Edit” button in the upper right. Be sure to answer the mailing preference question and select “Yes.” Use the icons for help.

**Review Summary**

**Organization Information** [Edit](#)

RECREATIONAL VEHICLE DEALER Social Security Number FEIN

Contact Name  
PO BOX 1234  
5432 FIRST STREET  
ANYWHERE, WI 54321  
UNITED STATES

**Mailing Preferences**

When DNR receives a request from a third party for a list of customers or businesses: Required

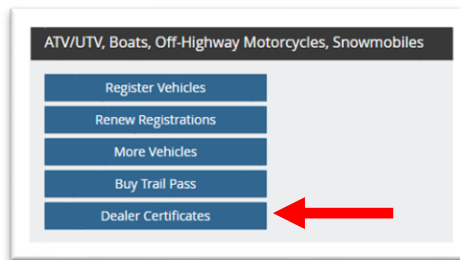
☐ Include my name/business ☐ Don't include my name/business

**Confirm Customer Information**

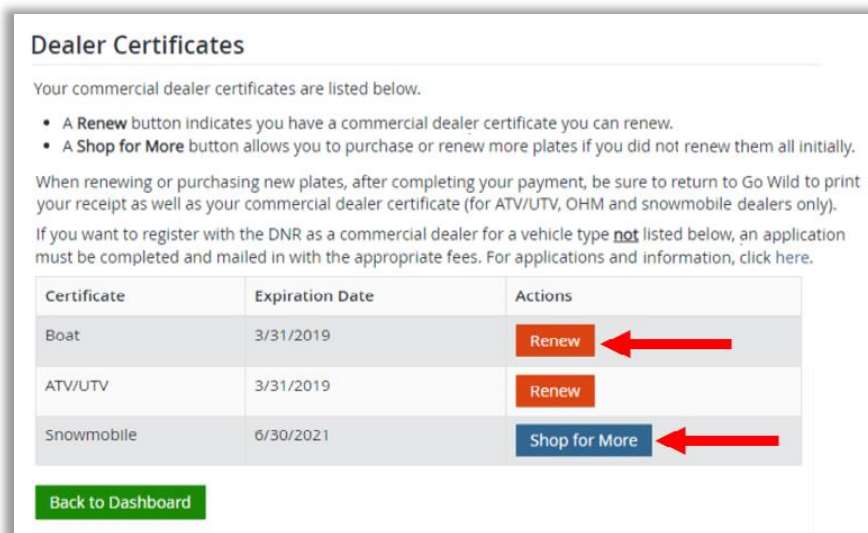
The customer information I have provided is complete and accurate. I understand that willfully submitting false information subjects applicants to prosecution under the laws of the state of Wisconsin.

No Yes

- **Homepage.** Click on the “**Dealer Certificates**” button to review the commercial recreational vehicle dealer products you can renew or add to. Click on the other button options to “**register, renew, or purchase products**” for vehicles registered or you wish to register to your account.



- **Dealer Certificates.** Select “**Renew**” to renew your commercial recreational vehicle dealer certificate and/or to request additional decals. If there is no renew button, the certificate is not eligible to be renewed at this time. Select “**Shop for More**” to purchase more dealer decals on an existing dealer certificate that are not expired.
  - *New dealer certificates cannot be completed online. Paper applications must be mailed.*



- **Dealer Certificate [Renewals/Additional Decals].** Once you’ve selected the renew button, you will select the dealer decal numbers you wish to renew and add to your shopping cart.
  - **Boat:** You will select at least 1 dealer decal to renew.
  - **ATV/UTV/OHM/Snowmobile:** 3 dealer decals are included with the renewal price.
  - **Snowmobile:** Have the option to also purchase the annual public Wisconsin snowmobile trail pass.
  - **Additional Decals:** The number recreational vehicles being used determine the number of unique decals required. If additional dealer decals are needed, enter the **quantity** in the “add additional decals” section.

 A screenshot of the "ATV/UTV Certificate" page. It includes a title "ATV/UTV Certificate" and a sub-header "All commercial ATV/UTV dealer decals that can be renewed are automatically selected in the list below. Uncheck the **Renew** box if you do not want to renew specific decals." Below this is a section titled "Renew Existing Decals" with a table. The table has three columns: "Decal Number", "Expiration Date", and "Renew". It lists two decals: "AU1959" (expires 3/31/2019) and "AU1960" (expires 3/31/2019), both with checked "Renew" boxes. A red arrow points to the "Renew" checkbox for AU1959. Below the table is a section titled "Add Additional Decals" with a sub-header "To add more ATV/UTV dealer decals than are listed above, enter the quantity below. This is OPTIONAL unless there are no decals listed above." and a "Price: \$" label. There is a "Quantity to add" input field with the value "0" and a red arrow pointing to it. At the bottom are "Back to Dashboard" and "Add to Cart" buttons.

- **Wisconsin Snowmobile Trail Passes.** A quick note about Wisconsin snowmobile trail passes: even if your snowmobile dealer certificate is not up for renewal, you can quickly and easily purchase trail passes for your dealer decals in a few clicks. From the list of your dealer certificates (see top image on page 4), click on “Shop for More”, then on the “Snowmobile Certificate” page, check the “Trail Pass” box next to each decal you want to purchase a trail pass for. No trail pass boxes are checked by default; the example below shows the first 3 boxes selected. Press “Add to Cart” near the bottom of the page to continue.

### Snowmobile Certificate

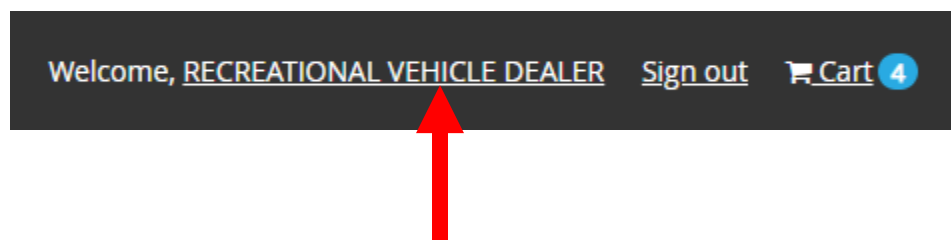
All commercial snowmobile dealer decals that can be renewed are automatically selected in the list below. Uncheck the **Renew** box if you do not want to renew specific decals.

To purchase a Wisconsin snowmobile trail pass for the decals you are renewing, check the **Trail Pass** box next to each decal row. Use the “Select All” box to quickly select and deselect all boxes in a column.

#### Renew Existing Decals

Decal Number	Expiration Date	Renew	Trail Pass
S0776	6/30/2021	Current	<input checked="" type="checkbox"/> Trail Pass
S0777	6/30/2021	Current	<input checked="" type="checkbox"/> Trail Pass
S0778	6/30/2021	Current	<input checked="" type="checkbox"/> Trail Pass

- **Shopping Cart.** Once you’ve renewed your first commercial recreational dealer certificate and/or requested additional decals, you are taken to the shopping cart. To get back to your customer Homepage where you can renew another commercial dealer certificate or other vehicles you may have in the business account, click on your business name in the upper right corner of the page to get back to your Homepage.

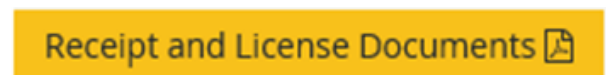


- **Check Out.** Once you complete your payment at the ePayment web site, click on the “Continue to State Website” button (image A below) to return to Go Wild. Once back at Go Wild, click on the orange “Receipt and License Documents” button (image B below) to print your receipt and your Dealer Certificate (for ATV/UTV, OHM and snowmobile dealer renewals). ***It will not be mailed to you.***

- **NOTE:** Temporary operating receipts are NOT available for dealer registration. You must wait for your materials to come in the mail before operating.



(A)



(B)