

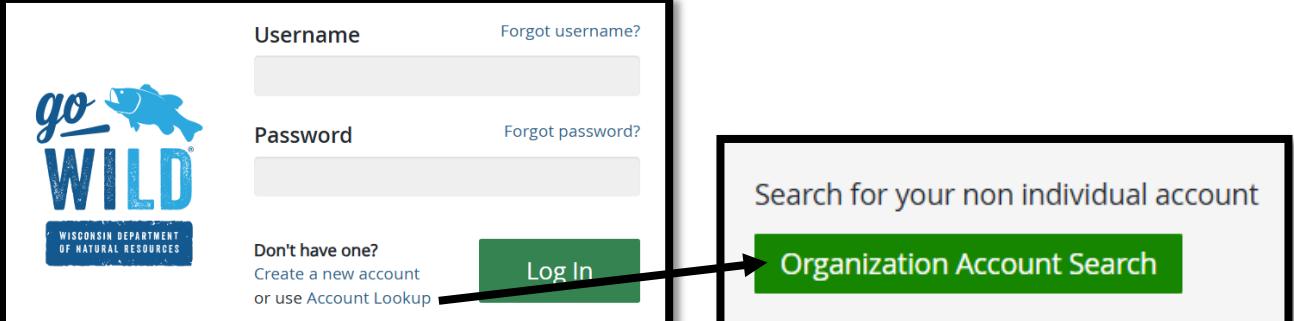
Logging Into Your Organization Account

Information

All organizations need to have a Customer ID created to access the Go Wild system. Organization accounts must first be created by calling the Wisconsin DNR at 1-888-936-7463. Please be prepared to provide the organization's contact information including either the FEIN or SSN.

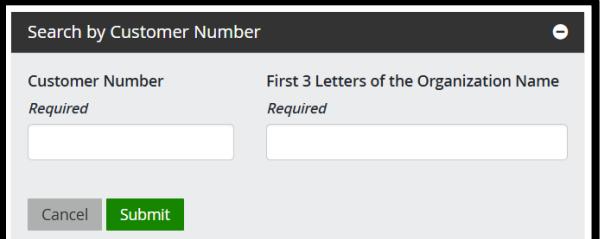
Instructions For First Time Accessing Organization Account

1. Visit [Go Wild \[https://gowild.wi.gov\]](https://gowild.wi.gov). Click on **Account Lookup** > Click on **Organization Account Search**.



The screenshot shows the Go Wild login page. On the left, there is a logo for 'go WILD' with 'WISCONSIN DEPARTMENT OF NATURAL RESOURCES'. On the right, there are fields for 'Username' and 'Password', and links for 'Forgot username?' and 'Forgot password?'. Below these fields is a link 'Don't have one? Create a new account or use Account Lookup'. A large green button labeled 'Log In' is at the bottom right. A green box and an arrow point to a green button labeled 'Organization Account Search' on the right side of the page, which is enclosed in a white box with a black border.

2. Enter Account Information – enter the **Customer ID number** that was created for the Organization account and the **first 3 letters of the Organization's name** as provided when the account was created.



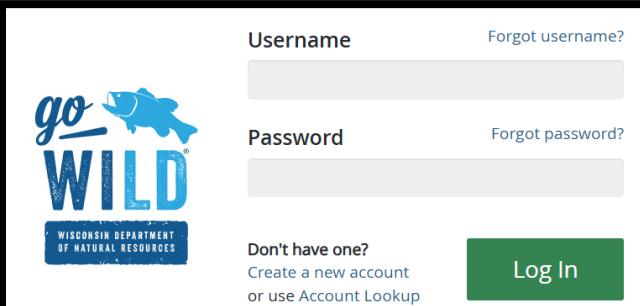
The screenshot shows a search interface titled 'Search by Customer Number'. It has two input fields: 'Customer Number' (labeled 'Required') and 'First 3 Letters of the Organization Name' (labeled 'Required'). Below the fields are 'Cancel' and 'Submit' buttons. A green box and an arrow point to the 'Organization Name' input field.

3. Create a Username and Password for the Organization Account. After you have setup the Username and Password you will be sent back to login with that created Username and Password.

NOTE: You must use the Username and Password to access the account once created.

Instructions for Logging Into Organization Account

1. Visit [Go Wild \[https://gowild.wi.gov\]](https://gowild.wi.gov). Enter in your **Username and Password**.



The screenshot shows the Go Wild login page again. It features the 'go WILD' logo and fields for 'Username' and 'Password'. There are 'Forgot username?' and 'Forgot password?' links. Below these are links for 'Don't have one? Create a new account or use Account Lookup'. A large green button labeled 'Log In' is at the bottom right. A green box and an arrow point to the 'Log In' button.

Logging Into Your Organization Account

- a) **Username/Password** – Please note the (Forgot username?) and (Forgot password?) links if you need to retrieve your username or reset your password.
 - i. **Forgot Username** asks for the email address that is associated with the account and will send an email with the username, if we are able to locate an account with that email address.
 - ii. **Forgot Password** asks for the username and email address. If an account is located, the security question will display and you will need to provide the answer.
- b) **Preferences and Residency** – Read the information on the screen and select the organization's residency.
- c) **Review Summary** – Review ALL the organization's information for accuracy. You can select the 'Edit Icon' in the upper right or the 'No' button at the bottom of the page. Please review the terms and disclaimers and check the box to agree. If all information is accurate, on behalf of the organization, click on 'Yes' at the bottom to proceed.
- d) **Dashboard** – You will land on the Organization's dashboard. Please review all messages as they frequently change to provide you important information.
 - i. **Dashboard Tiles** – have a main label and a description of what can be done in the section.

NOTE: Organization accounts cannot purchase general hunting and fishing approvals – they can only purchase products that can be sold to Organizations (i.e. commercial approvals that have been pre-approved, well notifications, dog training licenses, etc.) and register recreational vehicles.

