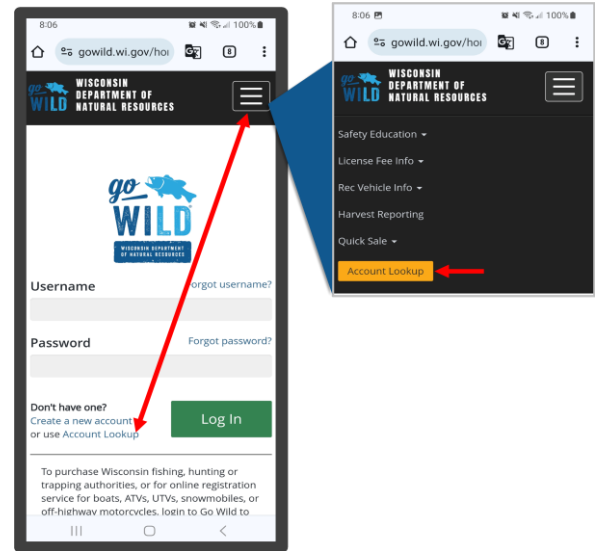
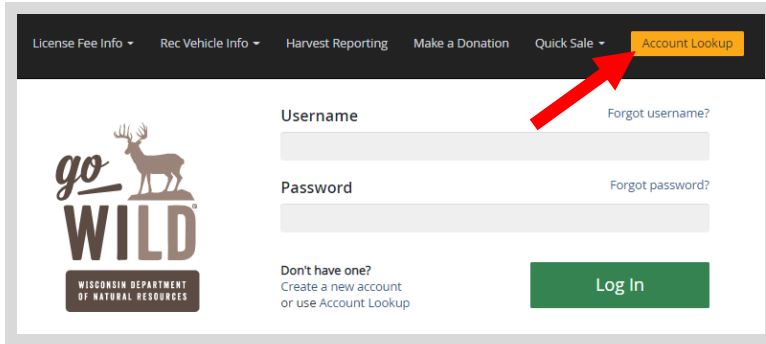



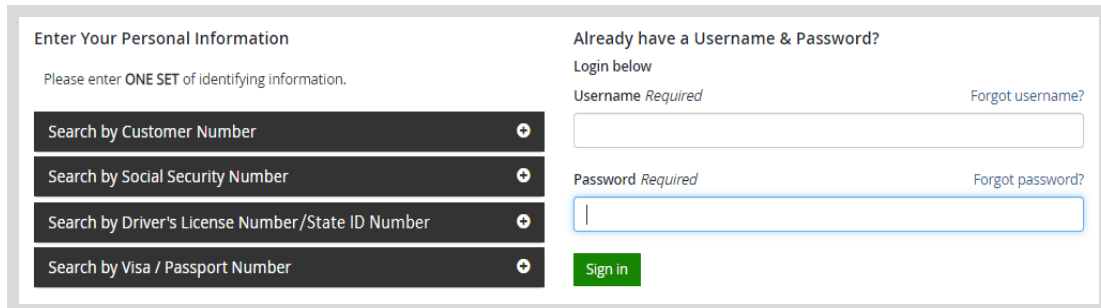
HOW TO: Register a UTV in Go Wild

STEP 1: Log in / create your Go Wild account

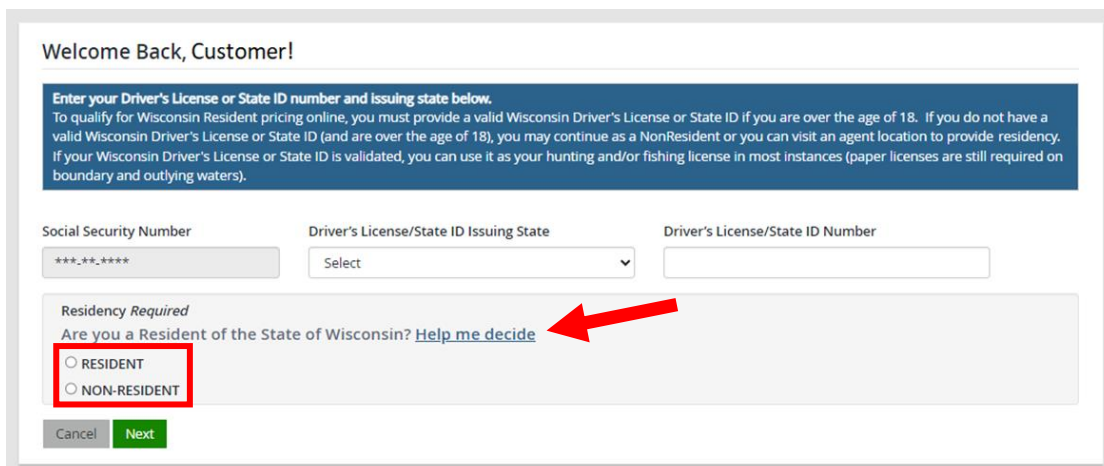
- Visit the website gowild.wi.gov. If you have already set up a username/password for your account, you may log in directly using that. If you have not yet created a username/password, use the “Account Lookup” option to search for your account or create a new account if necessary.



- 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.
- Access your Account - Search for your existing customer record using one of the four personal information options on the left (enter only numbers without any punctuation). Or enter your username and password for your account if you have already created one.



- Welcome Back! Enter your Driver License/State ID issuing state and ID number. If you do not have that information, leave both fields blank. *Note: To qualify for resident licenses, all customers age 18 and over must include a WI Driver License/State ID number.* Next indicate your state residency (Wisconsin resident or nonresident). If you are unsure of your state residency, select the Help me decide link.



- **NEW requirement for all GoWild users - Create Username and Security Question.**

NOTE: This screen will only display if you have not yet created a username/password for your GoWild account.
Enter the following and select the Next button when finished.

1. Create a username for your account, following the requirements listed on the page.
2. Create a unique password for your account following the requirements listed on the page. You will need to enter it a second time to confirm it.
3. Create a Security Question and the answer to that question. (This question will be used should you need to reset your password).

Create Username and Security Question

A username and password is required. Please read the instructions below for the requirements. You will be able to use this login information in the future when you access the Go Wild site.

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 8-20 characters and contain at least one numeric character, at least one upper-case character, at least one lower-case character, and at least one symbol (except the "@" sign). Passwords and Security Answers are case sensitive.

Create New Password Required

Confirm New Password Required

 2

Set Security Question



Please set your security question and answer. This question will be used should you need to reset your password.

Security Question Required

Security Answer Required

 3

Next

- **Review Summary.** Check your personal information for accuracy. If changes need to be made, select the  [Edit](#) icon. If everything is correct, select the  button.

Review Summary

Personal Information


CUSTOMER TEST
123 FAKE ST
ANYTOWN, WI 55555
UNITED STATES
(123) 456-7890

Social Security Number
-**-*


Date of Birth
02/06/1975


Visa / Passport Number

Issuing Country

 [Edit](#)

- **Customer Home Page.** You have reached your customer home page where you may select licenses, register game, register recreational vehicles, and more!


[Home](#)
[Catalog](#)

Welcome, [Customer](#) [Sign out](#)  [Cart](#) 0

Hi, **Customer**

DNR ID: 000-000-000

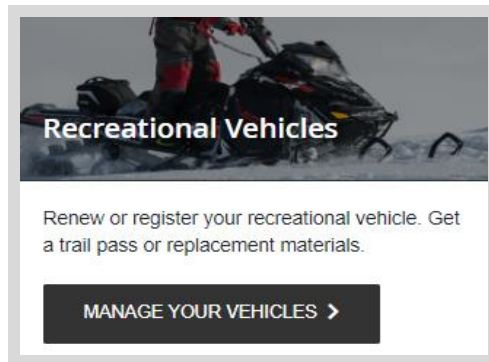
[View / Edit Profile](#)


Please review the expiration dates in your shopping cart associated with what you are purchasing.

Did You Know? You can edit any of your submitted applications up until the deadline and can reprint any of your documents in the Manage Your Licenses section of your dashboard.

STEP 2: Register the vehicle

- **Customer Homepage.** Locate the Recreational Vehicles section and select MANAGE YOUR VEHICLES.



- **Register a recreational vehicle.** Select the ATV or UTV button. Click on the  icon for vehicle definitions and descriptions if necessary.

A screenshot of a web form titled "Register a Recreational Vehicle". It has a progress bar with "Initial Questions" selected. Below is a question: "What type of Vehicle do you want to Register today?" with an info icon. There are four buttons: "Boat", "Snowmobile", "ATV or UTV" (highlighted with a red box), and "Off Hwy Motorcycle". At the bottom left is a link: "Want to renew instead?".

- **Vehicle Search.** If the vehicle has been registered in Wisconsin before, and you have the Wisconsin registration number, select YES and enter it. If not available, select NO.

A screenshot of a web form titled "Register a ATV/UTV". It has a progress bar with "Initial Questions" selected. Below is a section for "Vehicle Type" with "ATV/UTV" selected. Then is a question: "Do you have a Wisconsin Registration Number for this vehicle?" with "Yes" and "No" buttons.

- **Enter Serial Number.** If no registration number was available, you will be asked to enter the vehicle serial number (VIN). Select Continue. If the vehicle is not found, you will also be prompted to enter the model year.


A screenshot of a web form titled "Register a ATV/UTV". At the top is a blue message box: "Info A Wisconsin registration has not been found for the Serial Number provided. Please review and confirm that your vehicle information is correct." Below is a progress bar with "Initial Questions" selected. Then is a table with two columns: "Vehicle Type" (ATV/UTV) and "Serial Number" (ABC12345XYZ0000V001). Below the table is a red box containing two input fields: "Serial Number" (with the value ABC12345XYZ0000V001) and "Please provide your Model Year". At the bottom are "Cancel" and "Continue" buttons.

- **Vehicle confirmation.** If your vehicle has been registered in Wisconsin before, it should be found in the database. If not, the system will assume it is a new registration. Use the information on the screen to confirm the vehicle. Select YES if it is correct. If it does not look correct, select NO and search again.

The screenshot shows the 'Register a ATV/UTV' screen. At the top, there is a blue information bar that says: 'Info We could not find your vehicle. Please confirm that your vehicle information is correct.' Below this is a section titled 'Initial Questions' with a right-pointing arrow. Underneath, there is a table with two columns: 'Vehicle Type' and 'Serial Number'. The 'Vehicle Type' is 'ATV/UTV' and the 'Serial Number' is 'ABC1234DEFGHIJ007'. Below the table, the question 'Is this the vehicle you wish to register?' is displayed, with a red arrow pointing to it. At the bottom, there are two green buttons: 'Yes' and 'No'.

- **Serial number verification.** How did you confirm the serial number on your vehicle? Pick the one that most closely matches the document you copied the serial number from. Select Continue.

The screenshot shows the 'Register a ATV/UTV' screen. It has the same 'Initial Questions' section as the previous screen. Below the table with 'Vehicle Type' (ATV/UTV) and 'Serial Number' (ABC1234DEFGHIJ007), the question 'How was the serial number on your recreational vehicle verified?' is displayed, with a red arrow pointing to it. Below the question are six radio button options: 'Registration Certificate', 'MSO (Manufacturer's Statement of Origin)', 'Title', 'Dealer', 'Supporting Document/Bill of Sale', and 'Recreational Vehicle Itself'. At the bottom, there are two buttons: 'Cancel' and 'Continue'.

- **Vehicle Information.** Enter the specifications of your vehicle. Make sure to fill in all required fields and answer all required questions. Click on the  icons to help with definitions and descriptions.

The screenshot shows the 'ATV or UTV Information' screen. It has two tabs: 'Initial Questions' and 'Vehicle Information', with the latter being active. Below the tabs is a table with three columns: 'Vehicle Type', 'Serial Number', and 'Model Year'. The 'Vehicle Type' is 'ATV/UTV', the 'Serial Number' is 'ABCD123456E7V0001', and the 'Model Year' is '2019'. Below the table, the text 'Please provide the following information about your vehicle: Unless otherwise noted, all fields are required' is displayed. There are several input fields: 'Make' (Polaris), 'Model' (Razor), 'Nickname Optional' (Blue), 'Width (in)' (60), 'Weight (lbs)' (1500), 'Engine Size (cc)' (850), and 'Number of tires?' (4). There are also two checkboxes: 'Check if vehicle is equipped with an electric engine' and 'Is this vehicle commercially designed and manufactured to be used primarily off a highway (and is NOT a golf cart, low-speed vehicle, dune buggy, mini-truck, or tracked vehicle)?'. At the bottom, there are two buttons: 'Cancel' and 'Continue'.

- **Additional Questions.** Answer all the YES/NO questions regarding your vehicle accessories and specifics. This will determine if the vehicle meets the qualifications to be registered and used on state trails.

Additional Questions

Initial Questions

Vehicle Information

Customer

Test, James — 729-086-322

Agent

DNR GREEN BAY SERVICE CENTER 1310

Vehicle Type	Serial Number	Make	Model	Model Year
ATV/UTV	ABC123415DE678910	Honda	Trax	2010

Unless otherwise noted, all fields are required

Was the vehicle originally manufactured with (and still has) a steering wheel?

☐ Unanswered
☐ Yes
☐ No

Was the vehicle originally manufactured with (and still has) 2 or more headlights?

☐ Unanswered
☐ Yes
☐ No

Was the vehicle originally manufactured with (and still has) 1 or more tail lights?

☐ Unanswered
☐ Yes
☐ No

Was the vehicle originally manufactured with (and still has) 1 or more brake lights?

☐ Unanswered
☐ Yes
☐ No

Was the vehicle originally manufactured with (and still has) a seat belt for each occupant? ⓘ

☐ Unanswered
☐ Yes
☐ No

Was the vehicle originally manufactured with (and still has) a roll bar or device that protects occupants during a rollover? ⓘ

☐ Unanswered
☐ Yes
☐ No

Cancel

Continue

- **Purchase Information.** Enter the name and address of the person or business that sold you the vehicle. Make sure to fill in all required fields.

Purchase Information

Initial Questions

Vehicle Information

Purchase Information

Vehicle Type	Serial Number	Make	Model	Model Year
ATV/UTV	ABC1234DEFGHIJ007	Polaris	Sportsman	2017

Who did you obtain this vehicle from?

Name *Required*

Bob Jones

Address

123 Fake St

City

Madison

State / Province

Wisconsin

Postal Code

55555-1

- **Tax Information.** This information is used by the Department of Revenue for sales tax payment. Enter the information below and select [Continue](#) when completed.
 - Enter the date purchased and the Wisconsin county it will be primarily used/kept in.
 - Enter the amount paid for the vehicle and if there was a trade-in amount.
 - Indicate the tax exemption reason (if applicable).
 - Indicate if your machine needs private or public registration. Select [NO](#) if you plan to operate on public trails or frozen waterways. (You will only select [YES](#) if you are going to operate on private land [only](#)).

Tax Information

A 5% WI sales tax must be collected for all nonexempt private party or dealer sales. County and stadium use taxes may also apply and are based on where the vehicle is primarily kept/used while in Wisconsin. Credit will be given for state and local taxes previously paid by the registration (i.e. tax paid in another state where the sale took place).

NOTE: customers who dual register their vehicle in Wisconsin and another state are subject to sales tax if they have not paid state and local taxes.

Purchase Date: 07/11/2019

Wisconsin County Primarily Used In: ADAMS

Purchase Amount: \$ 0

Was a trade-in included in the purchase?
☐ Yes
☐ No

Is the purchase eligible for tax exemption? [More Information](#)
☐ Yes
☐ No

Will you be riding only (exclusively) on private property (not for riding on public trails or frozen waterways)? [More Information](#)
☐ Yes
☒ No

Taxable Amount: \$ \$0.00

[Cancel](#) [Continue](#)

- **Registration Summary Page.** View the summary of the information you have entered for your vehicle to ensure accuracy. Select [Yes](#) if you are satisfied with the information
- **UTV Registration type.** The system will determine the registration type for your vehicle based on your answers during the process. Take note of any [Add-on products](#) that you may select. ATV/UTVs allow both public and private registration. Select the ones you wish to add by checking the box.

ATV Public Registration

Allows user to operate on areas open to the public, private property with the appropriate permission, and the frozen surface of any lake or stream.

Price: \$30.00

Add-on At Cost

☐ ATV Private Registration \$15.00
☐ ATV Private Agricultural Registration \$15.00

[Cancel](#) [Add To Cart](#)

- **Shopping Cart.** Confirm your purchase is correct. Select your [Payment Type](#) (Credit Card or Checking Account) and select [Checkout](#). Or select [Keep Shopping](#) if you need to purchase more.

Shopping Cart

[Remove all from cart](#)

Go Wild Product [x Remove](#)

Valid From

Subtotal:

Payment Type: Credit Card

[Keep Shopping](#) [Checkout](#)

STEP 3: Make payment and print your license/receipt

- **Shopping Cart.** Confirm your purchase is correct. Select your **Payment Type** (Credit Card or Checking Account) and select **Checkout**. Or select **Keep Shopping** if you need to purchase more.



Shopping Cart

[Remove all from cart](#)

Go Wild Product
Valid From

[Remove](#)

Subtotal:
Payment Type: Credit Card

[Keep Shopping](#) [Checkout](#)

- **Shipping Details.** This screen will only show if you have items that must be shipped to you (Go Wild Conservation Card, Trail Pass, etc). Enter the location you would like your items shipped. You may use the address already on account or enter an alternate address to ship to one time. Select **NEXT**. *Note: The system will validate the address and recommend address adjustments if necessary.*



Shipping Details

☒ Use Address on Account

James Test
123 Main Street
Anytown WI 55555

☐ Use Different Address / Edit Account Address

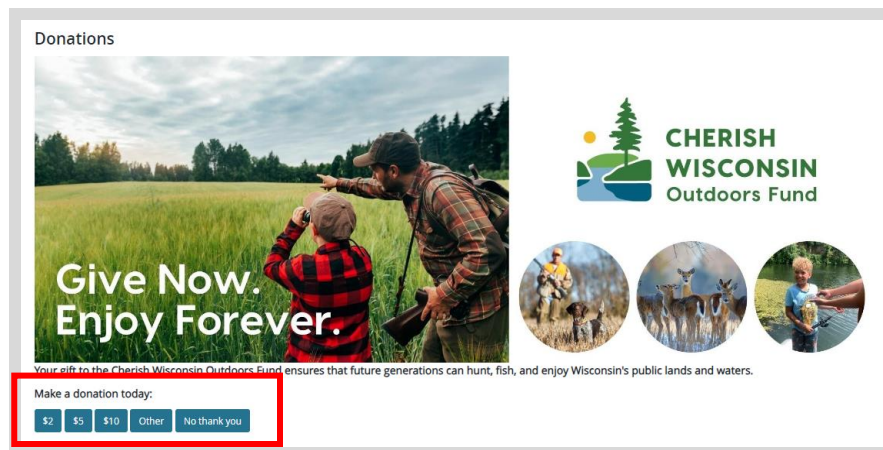
Verify your address

Sorry, we couldn't find your address. If you've made an error, please select edit and try again.
If your address is correct, continue with Use Entered Address

You Entered:
123 Main Street
Anytown
WI
55555

[Edit](#) [Use Entered Address](#)

- **Donations:** Make a donation to the Cherish Wisconsin Fund. You may select one of the predetermined amounts or select Other to enter in a specific amount.



Donations

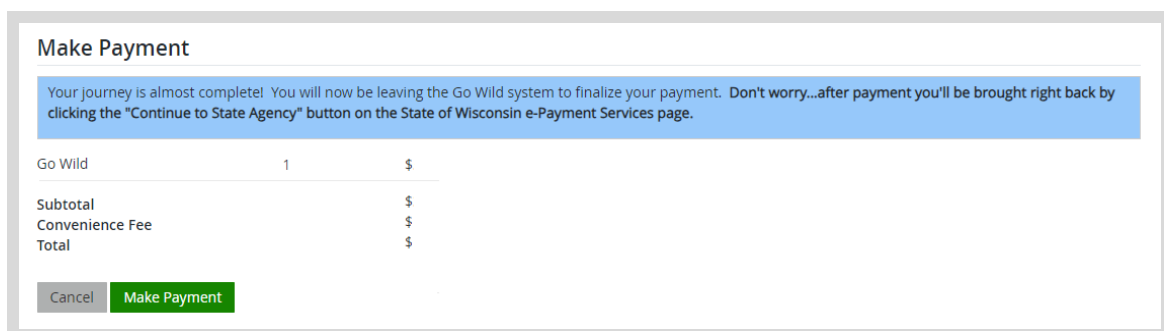
Give Now. Enjoy Forever.

Your gift to the Cherish Wisconsin Outdoors Fund ensures that future generations can hunt, fish, and enjoy Wisconsin's public lands and waters.

Make a donation today:

[\\$2](#) [\\$5](#) [\\$10](#) [Other](#) [No thank you](#)

- **Make Payment.** Check the screen for reminders and confirm the total. A convenience fee of 2% will be added to your total when a credit card is used. Select **Make Payment** when ready.



Make Payment


Your journey is almost complete! You will now be leaving the Go Wild system to finalize your payment. Don't worry...after payment you'll be brought right back by clicking the "Continue to State Agency" button on the State of Wisconsin e-Payment Services page.

Go Wild	1	\$
Subtotal		\$
Convenience Fee		\$
Total		\$

[Cancel](#) [Make Payment](#)

- **Payment Processing.** Scroll to the bottom and enter your credit card (or checking account) information. Double check your entries and select the red Continue button when finished.

Payment Method

Card Number 

Expiration Date Month Year

Card Security Code

Card Billing Address ☒ Use my contact information address
☐ Use a different address

A convenience fee will be charged for this transaction. This fee amount will display on the next page where you will be able to cancel or confirm your payment.

[Continue](#) [Cancel](#)

- **Review Payment.** The last step before the license purchase is final. Confirm your payment details, payment method, Billing address, and contact info on the screen. Select [Confirm](#) when finished.

Review Payment

Please review the information below and select Confirm to process your payment. Select Back to return to the previous page to make changes to your payment.

Payment Details

Description	WDNR WDNR Go Wild https://gowild.wi.gov
Payment Amount	\$
Convenience Fee	\$
Total Amount	\$
Payment Date	
Transaction ID	

A convenience fee will be charged for this transaction. The fee will be added to the amount of your transaction and is in addition to any fees that may be charged by your financial institution.

[Confirm](#) [Back](#)

- **Confirmation.** Your purchase is now final, but you are not done yet! Copy down the confirmation number or print the screen. Then select the red Continue To State Website button to return and print your license documents.

Confirmation

You must click the "Continue" button below in order to return to the state agency's website.

Please keep a record of your Confirmation Number, or [print this page](#) for your records.

Confirmation Number **XWNXCS000090099**

[Continue To State Website](#)

- **Order Receipt.** Now back in the Go Wild site, scroll down and select the [Receipt and License Documents](#) button to open your receipt documents for printing.

Order Receipt

Transaction #97541386

The following products have been added to your account.

Name	Qty	Price	Line Total
Go Wild	1	\$	\$
		Subtotal	\$
		Convenience Fee	\$
		Total	\$

[Receipt and License Documents](#)

[Back to Dashboard](#)