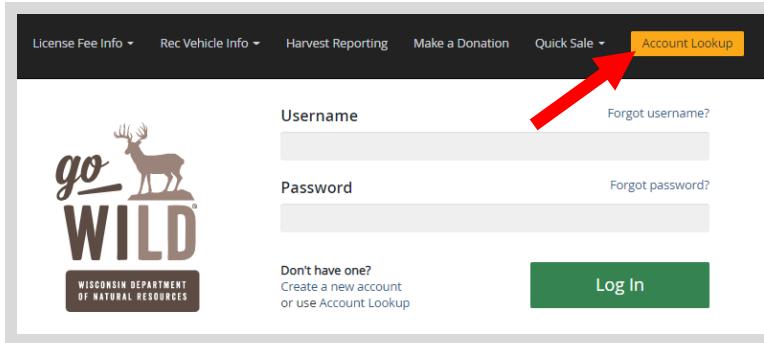


# HOW TO: Register a UTV in Go Wild

## STEP 1: Log in / create your Go Wild account

- 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.



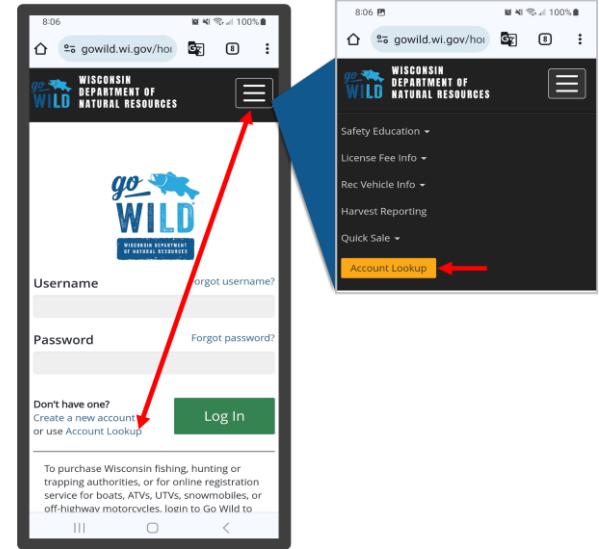
License Fee Info ▾ Rec Vehicle Info ▾ Harvest Reporting Make a Donation Quick Sale ▾ Account Lookup

Username [Forgot username?](#)

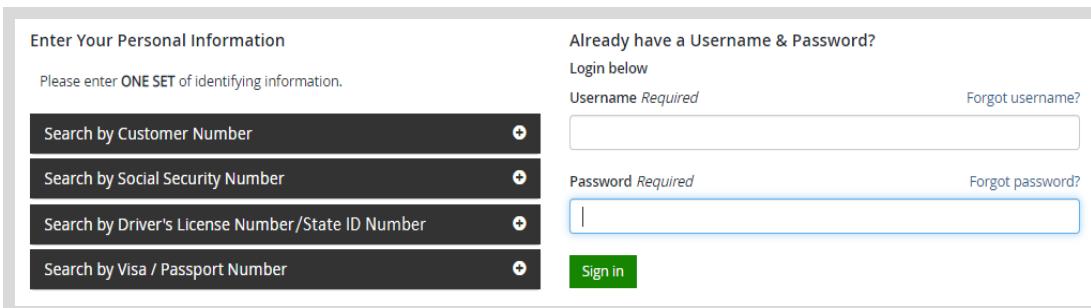
Password [Forgot password?](#)

Don't have one? [Create a new account](#) or use Account Lookup

Log In



- 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.



Enter Your Personal Information

Please enter ONE SET of identifying information.

Search by Customer Number 

Search by Social Security Number 

Search by Driver's License Number/State ID Number 

Search by Visa / Passport Number 

Already have a Username & Password?

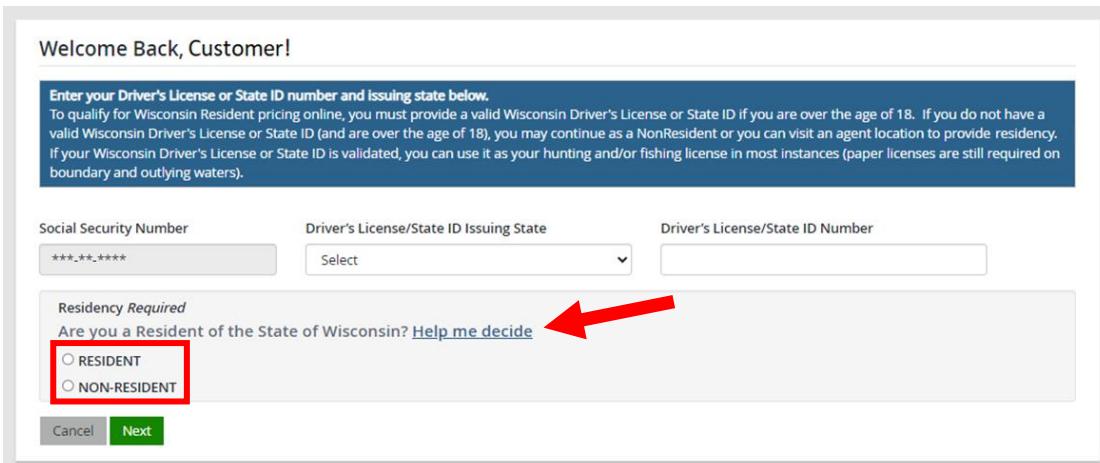
Login below

Username Required [Forgot username?](#)

Password Required [Forgot password?](#)

Sign in

- 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.



Welcome Back, Customer!

Enter your Driver's License or State ID number and issuing state below.

To qualify for Wisconsin Resident pricing online, you must provide a valid Wisconsin Driver's License or State ID if you are over the age of 18. If you do not have a valid Wisconsin Driver's License or State ID (and are over the age of 18), you may continue as a NonResident or you can visit an agent location to provide residency. If your Wisconsin Driver's License or State ID is validated, you can use it as your hunting and/or fishing license in most instances (paper licenses are still required on boundary and outlying waters).

Social Security Number

Driver's License/State ID Issuing State

Driver's License/State ID Number

Residency Required

Are you a Resident of the State of Wisconsin? [Help me decide](#) 

RESIDENT

NON-RESIDENT

[Cancel](#) [Next](#)

- **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  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  
\*\*\*-\*\*-\*\*\*\*

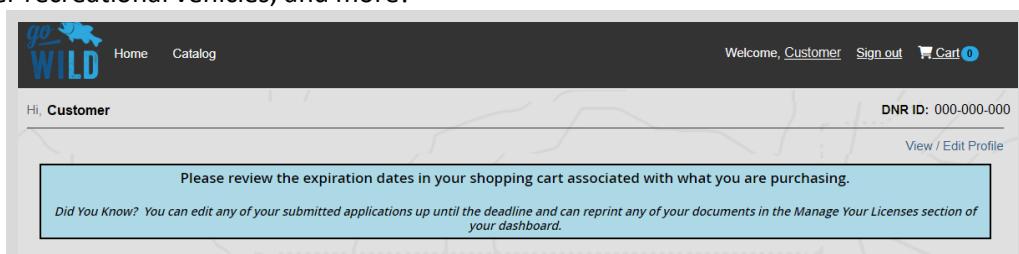
Date of Birth  
02/06/1975

Visa / Passport Number

Issuing Country

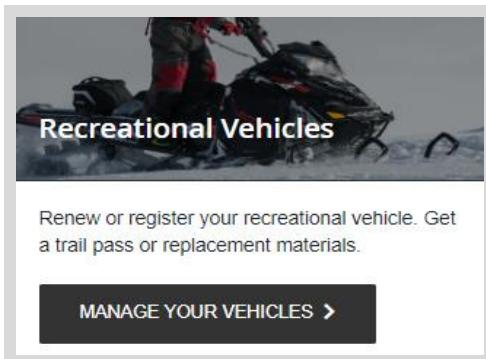


- **Customer Home Page.** You have reached your customer home page where you may select licenses, register game, register recreational vehicles, and more!



## 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 "Register a Recreational Vehicle" page. It has a header "Register a Recreational Vehicle" and a "Initial Questions" button. Below is a question "What type of Vehicle do you want to Register today? ". There are four buttons: "Boat", "Snowmobile", "ATV or UTV" (which is highlighted with a red box), and "Off Hwy Motorcycle". At the bottom 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 "Register a ATV/UTV" page. It has a header "Register a ATV/UTV" and a "Initial Questions" button. Below is a section "Vehicle Type" with "ATV/UTV" selected. A question "Do you have a Wisconsin Registration Number for this vehicle?" is followed by "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 "Register a ATV/UTV" page. It has a header "Register a ATV/UTV" and a "Initial Questions" button. A message box says "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 table with "Vehicle Type" (ATV/UTV) and "Serial Number" (ABC12345XYZ0000V001). At the bottom is a red box around the "Serial Number" field (containing "ABC12345XYZ0000V001") and the "Please provide your Model Year" field.

- **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.

Register a ATV/UTV

Info We could not find your vehicle. Please confirm that your vehicle information is correct. X

Initial Questions

Vehicle Type	Serial Number
ATV/UTV	ABC1234DEFGHJU007

Is this the vehicle you wish to register? ←

Yes 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.

Register a ATV/UTV

Initial Questions

Vehicle Type	Serial Number
ATV/UTV	ABC1234DEFGHJU007

How was the serial number on your recreational vehicle verified? ←

Registration Certificate  
 MSO (Manufacturer's Statement of Origin)  
 Title  
 Dealer  
 Supporting Document/Bill of Sale  
 Recreational Vehicle Itself

Cancel 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 i icons to help with definitions and descriptions.

ATV or UTV Information

Initial Questions Vehicle Information

Vehicle Type	Serial Number	Model Year
ATV/UTV	ABCD123456E7V0001	2019

Please provide the following information about your vehicle:  
Unless otherwise noted, all fields are required

Make	Model	Nickname <small>Optional <span style="color: #0070C0;">i</span></small>
Polaris	Razor	Blue
Width (in) <span style="color: #0070C0;">i</span>	Weight (lbs) <span style="color: #0070C0;">i</span>	Engine Size (cc) <span style="color: #0070C0;">i</span>
60	1500	850
Number of tires?	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)?	
4	<input type="radio"/> Yes <input checked="" type="radio"/> No	

Is the vehicle equipped with a seat designed to be straddled? [More Information](#)

Yes  
 No

Cancel 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

<b>City</b> Madison	<b>State / Province</b> Wisconsin	<b>Postal Code</b> 55555-1234
------------------------	--------------------------------------	----------------------------------

- 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	Wisconsin County Primarily Used In
07/11/2019	ADAMS
Purchase Amount	
\$ 0	
Was a trade-in included in the purchase?	
<input type="radio"/> Yes <input type="radio"/> No	
Is the purchase eligible for tax exemption? <a href="#">More Information</a>	
<input type="radio"/> Yes <input type="radio"/> No	
Will you be riding only (exclusively) on private property (not for riding on public trails or frozen waterways)? <a href="#">More Information</a>	
<input type="radio"/> Yes <input checked="" type="radio"/> No	
Taxable Amount	
\$ \$0.00	
<input type="button" value="Cancel"/> <input type="button" value="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

- 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.

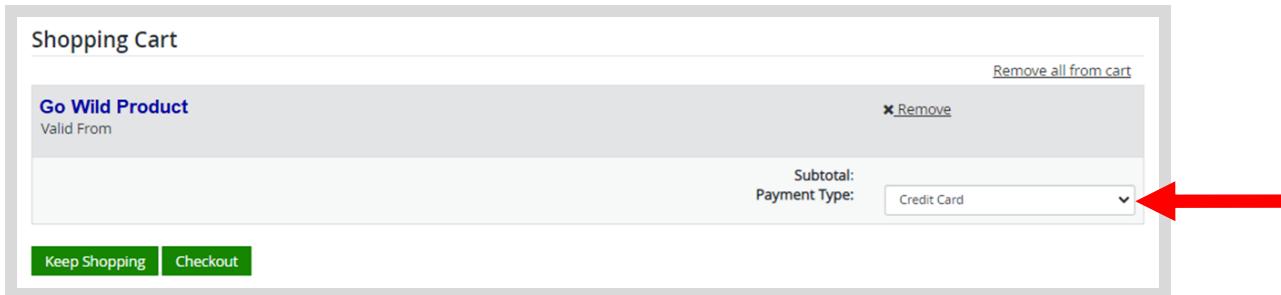
**Shopping Cart**

[Go Wild Product](#) [Remove all from cart](#)  
 Valid From [Remove](#)

Subtotal:	
Payment Type:	<input style="width: 100px;" type="button" value="Credit Card"/> <span style="color: red;">←</span>

## 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

Go Wild Product

Valid From

Subtotal: \$10.00

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

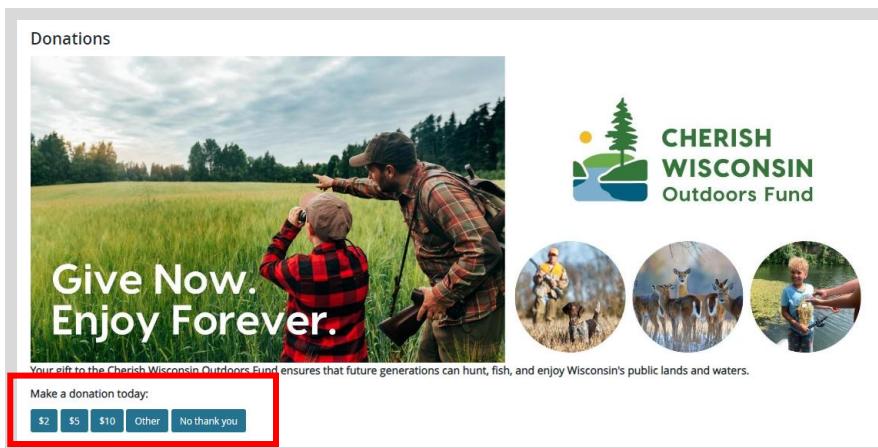
Verify your address

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.

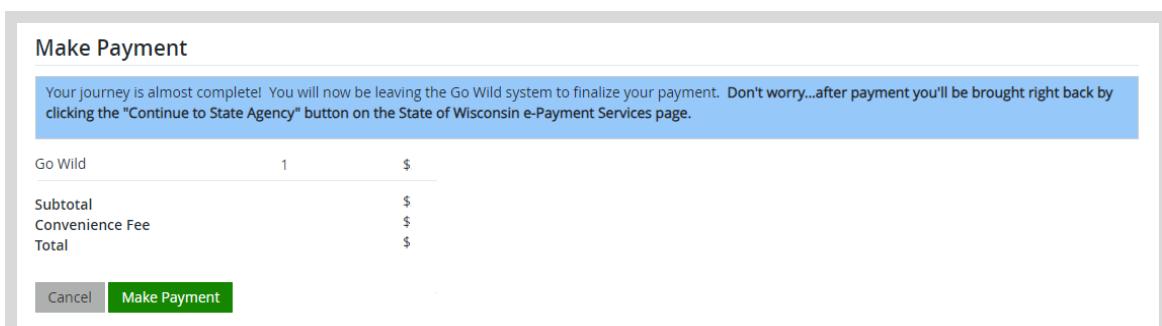
Make a donation today:

\$2 \$5 \$10 Other No thank you

CHERISH WISCONSIN Outdoors Fund

Outdoors Fund

- 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**