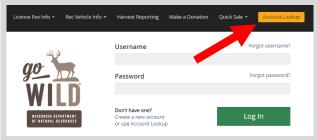
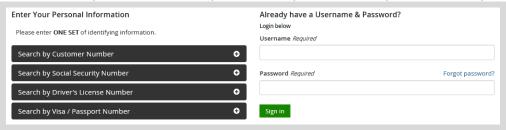
## **HOW TO: Add deferred items to your patron license**

## STEP 1: Log into your Go Wild account

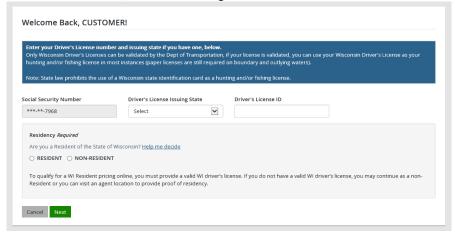
• **Visit the website gowild.wi.gov**. If you have already set up a username/password for your account, you may log in directly using that. If you have not yet created a username/password, use the "Account Lookup" option to search for your account or create a new account if necessary.



• **Access your Account** - Search for your existing customer record using one of the four personal information options on the left. Or enter your username and password for your account if you have already created one.



• **Welcome Back!** Enter your <u>driver license</u> information (optional). If you do not wish to enter your driver license, leave both the DL state and DL number blank. Next indicate your state residency (Wisconsin resident or nonresident). If you are unsure of your state residency, select the <u>Help me decide</u> link. *Note: To change your residency from nonresident to resident, all customers age 18 and over must include a WI driver license number.* 



• **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.

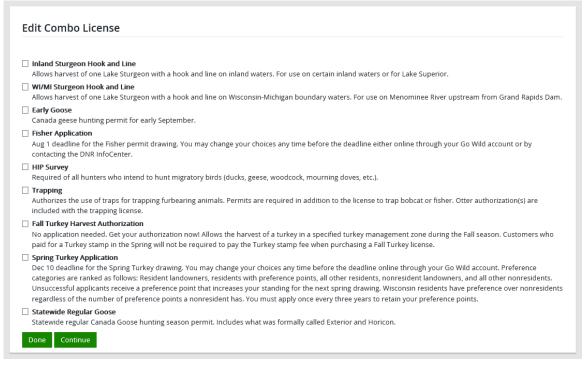


## STEP 2: Find your deferred items.

• **Customer Homepage.** Locate the Licenses section My Patron and select the <u>Manage Patron License</u> button. *NOTE: this will only show for individuals that purchased a Patron license that year.* 

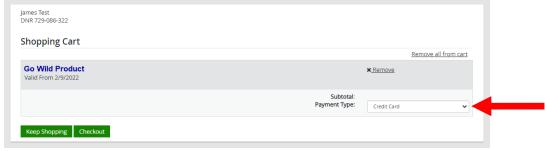


• **Edit Combo License.** The system will display the items that you deferred when you purchased your patron license previously. Select the checkbox for all deferred items you wish to complete. Items you have already purchased or that have passed the deadline will not display. Select Continue when you have made all selections or select Done if you wish to leave the page with no changes.



## **STEP 3: Print your approval documents**

• **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.



• **Order Receipt.** Since there is no payment required for this product alone, you will proceed directly to your receipt page where you may start printing of your items. Select the Receipt and License Documents button.