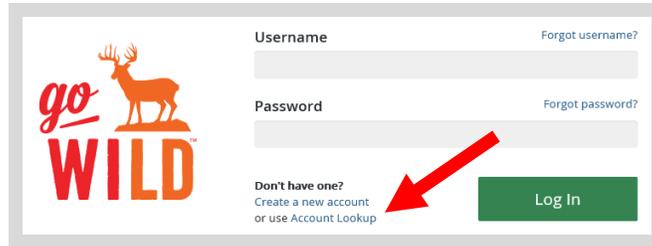


HOW TO: Purchase a Spousal Fishing License on Go Wild

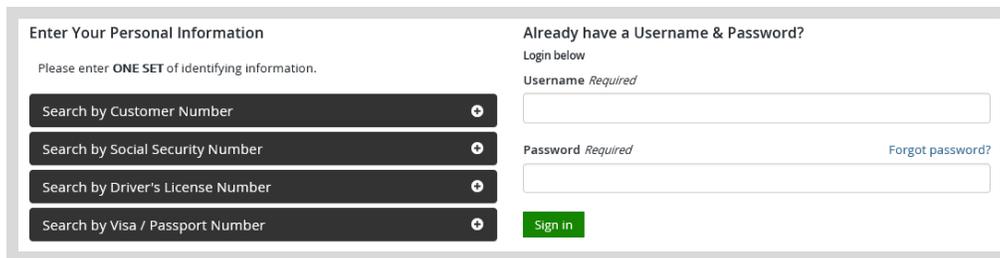
STEP 1: Log in / create your Go Wild account

- 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.



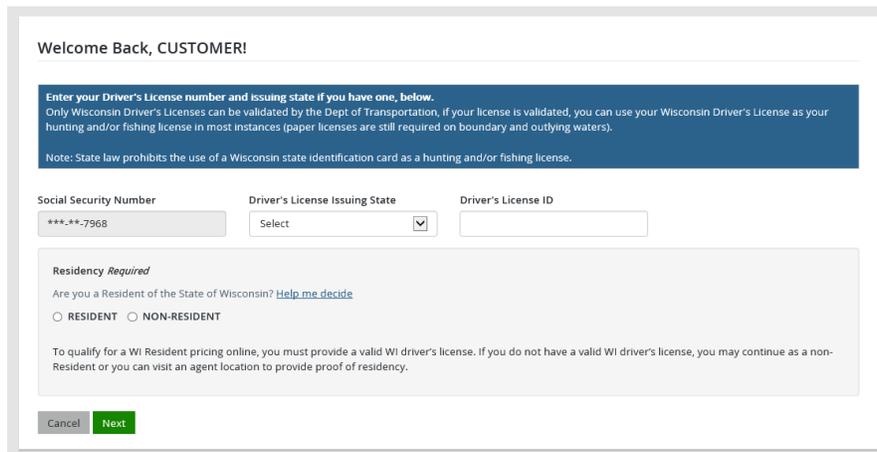
The image shows the Go Wild login and account creation interface. On the left is the Go Wild logo featuring a deer. On the right, there are two input fields: 'Username' with a 'Forgot username?' link and 'Password' with a 'Forgot password?' link. Below these is a green 'Log In' button. To the left of the 'Log In' button is a link that says 'Don't have one? Create a new account or use Account Lookup'. A red arrow points to this link.

- **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.



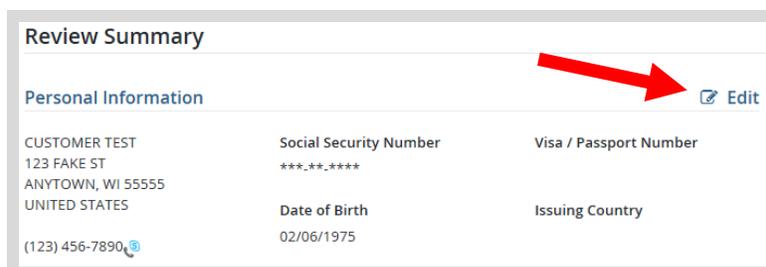
The image shows the 'Access your Account' form. It is split into two columns. The left column is titled 'Enter Your Personal Information' and contains four search options: 'Search by Customer Number', 'Search by Social Security Number', 'Search by Driver's License Number', and 'Search by Visa / Passport Number'. The right column is titled 'Already have a Username & Password?' and contains a 'Login below' section with 'Username Required' and 'Password Required' fields, a 'Forgot password?' link, and a green 'Sign in' button.

- **Welcome Back!** Enter your driver license 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 [Help me decide](#) link. *Note: To change your residency from nonresident to resident, all customers age 18 and over must include a WI driver license number.*



The image shows the 'Welcome Back, CUSTOMER!' form. It features a blue header with instructions: 'Enter your Driver's License number and issuing state if you have one, below. Only Wisconsin Driver's Licenses can be validated by the Dept of Transportation, if your license is validated, you can use your Wisconsin Driver's License as your hunting and/or fishing license in most instances (paper licenses are still required on boundary and outlying waters). Note: State law prohibits the use of a Wisconsin state identification card as a hunting and/or fishing license.' Below this are three input fields: 'Social Security Number' (masked as ***-**-7968), 'Driver's License Issuing State' (a dropdown menu), and 'Driver's License ID'. A 'Residency Required' section asks 'Are you a Resident of the State of Wisconsin?' with radio buttons for 'RESIDENT' and 'NON-RESIDENT', and a 'Help me decide' link. A note at the bottom states: 'To qualify for a WI Resident pricing online, you must provide a valid WI driver's license. If you do not have a valid WI driver's license, you may continue as a non-Resident or you can visit an agent location to provide proof of residency.' At the bottom are 'Cancel' and 'Next' buttons.

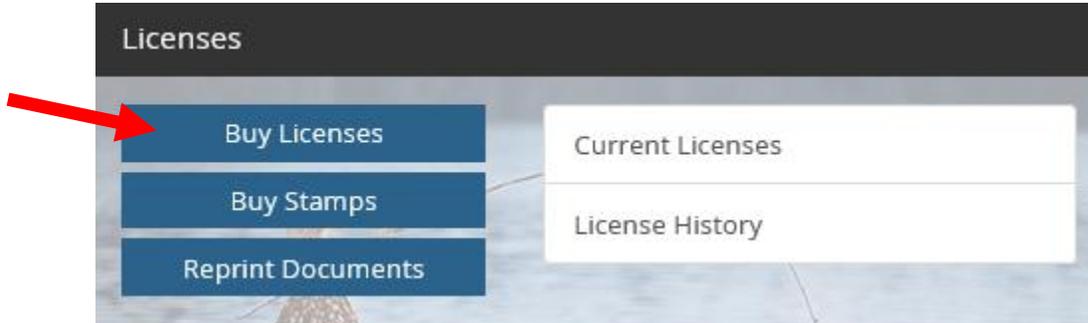
- **Review Summary.** Check your personal information for accuracy. If changes need to be made, select the [Edit](#) icon. If everything is correct, select the [Yes](#) button.



The image shows the 'Review Summary' form. It has a title 'Review Summary' and a sub-section 'Personal Information'. Below this, there are three columns of information: 'CUSTOMER TEST' (123 FAKE ST, ANYTOWN, WI 55555, UNITED STATES, (123) 456-7890), 'Social Security Number' (***-**-****), and 'Date of Birth' (02/06/1975). To the right, there are two fields: 'Visa / Passport Number' and 'Issuing Country'. A red arrow points to an 'Edit' icon (a pencil) located to the right of the 'Personal Information' header.

STEP 2: Select your license

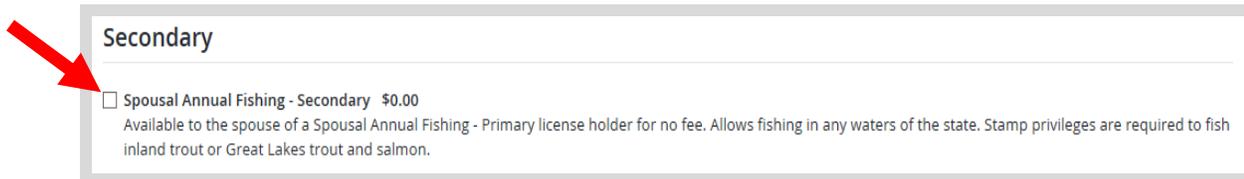
- **Customer Homepage.** Locate the Licenses section and select [Buy Licenses](#)



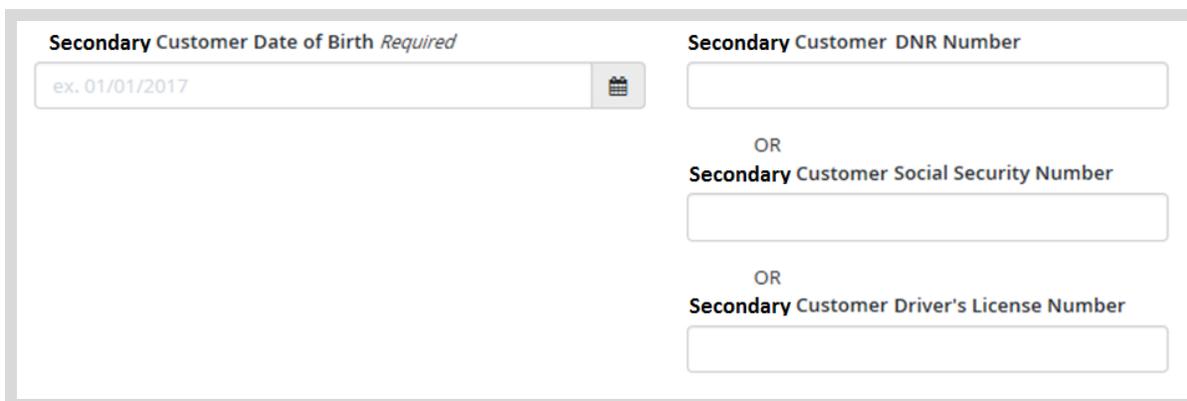
- **Product Catalog.** Select the [Fish](#) tab at the top, and then select the [Spousal Annual Fishing License \(Primary\)](#) from the Product List.

Featured	Hunt/Trap	Fish	Applications	Trails & Parks	Misc/Other
Products					
Product Name		Description			
Spousal Annual Fishing License (Primary, Resident)		Available to either spouse (defined as "Primary" b...			

- **Adding the Secondary Customer.** You may add the [Spousal Annual Fishing – Secondary](#) to your license for no added cost. This box will be checked for you automatically. You may uncheck it if you wish to purchase the spouse license later. *Note: If the secondary customer has never purchased a hunt/fish license in Wisconsin before, it may be necessary to create a new customer account before purchasing this license.* Be sure to also check any desired add-on options for the primary customer on the bottom half of the screen.



- **Confirming the Secondary Customer.** Enter the Secondary customer's date of birth in the field to the left, plus ONE of the items on the right (DNR number, SSN, or Driver License number). If you do not have this information at this time, you can hit the [Skip](#) button at the bottom and purchase the secondary license later in a different transaction for no cost.



STEP 3: Make payment and print your receipt/license

- **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.

Subtotal:	\$5.00
Payment Type:	Credit Card
Convenience Fee:	\$0.09
Grand Total:	\$5.09

Credit cards are subject to a 1.75% convenience fee.
Choosing the checking account option has no fee.

- **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.

Make a donation today:

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

- **Make Payment.** Check the screen for reminders and confirm the total. A convenience fee of 1.75% will be added to your total when a credit card is used. Select **Make Payment** when ready.
- **Payment Processing.** Scroll to the bottom and enter your credit card (or checking account) information. 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.
- **Confirmation.** Your purchase is 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

- **Printing your license.** Now back in the Go Wild site, scroll down all the way to the bottom and select the **Receipt and License Documents** button and open the documents for printing.

Do you want to open or save **receipt_68744521.pdf** (305 KB) from **uatapp.wi.gov**?

Open **Save** **Cancel**