

# HOW TO: Register a snowmobile in Go Wild

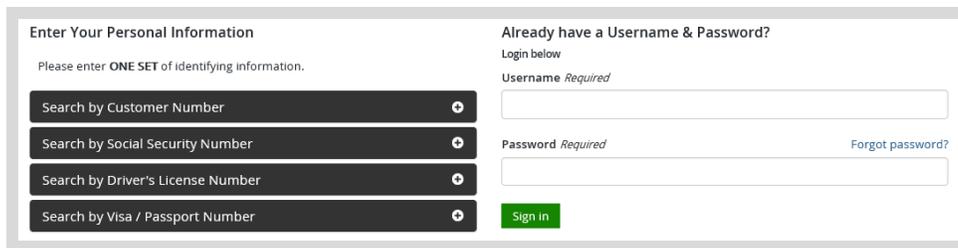
## STEP 1: Log in / create your Go Wild account

- 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.



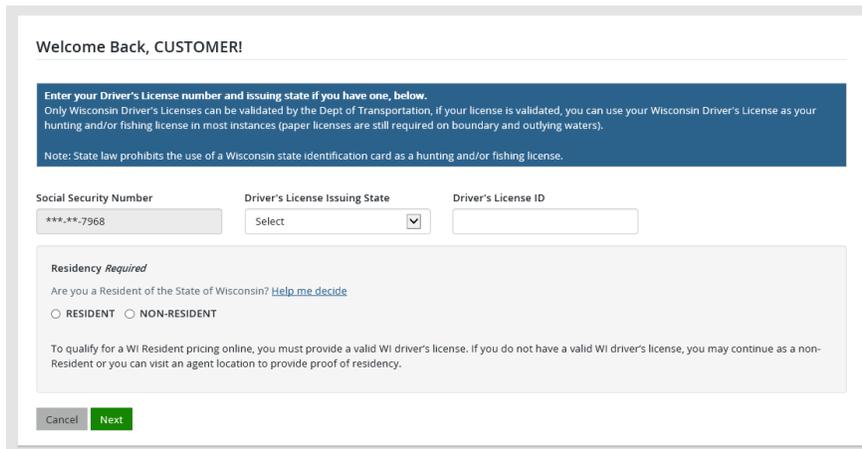
The image shows the Go Wild login page. On the left is the Go Wild logo featuring a deer silhouette. To the right are two input fields: "Username" with a "Forgot username?" link and "Password" with a "Forgot password?" link. Below these is a "Log In" button. A red arrow points to the "Don't have one? Use Account Lookup" 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.



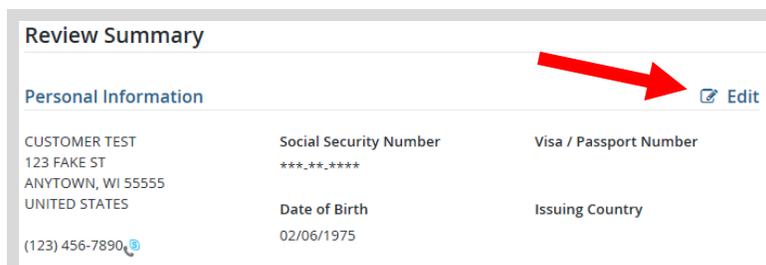
The image shows the "Enter Your Personal Information" section. It has two columns. The left column, titled "Enter Your Personal Information", asks to "Please enter ONE SET of identifying information." and lists four search options: "Search by Customer Number", "Search by Social Security Number", "Search by Driver's License Number", and "Search by Visa / Passport Number". The right column, titled "Already have a Username & Password?", says "Login below" and has fields for "Username Required" and "Password Required", with a "Forgot password?" link. A "Sign in" button is at the bottom.

- **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 has 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 are three input fields: "Social Security Number" (masked as \*\*\*.\*\*-7968), "Driver's License Issuing State" (a dropdown menu set to "Select"), 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." "Cancel" and "Next" buttons are at the bottom.

- **Review Summary.** Check your personal information for accuracy. If changes need to be made, select the [Edit](#) icon. **IT IS VERY IMPORTANT FOR THE ADDRESS TO BE CURRENT IN ORDER FOR YOU TO RECEIVE YOUR REGISTRATION MATERIALS!** If everything is correct, select the [Yes](#) button.



The image shows the "Review Summary" form. It has a "Personal Information" section with a table of details. A red arrow points to the "Edit" icon in the top right corner.

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

## STEP 2: Select your vehicle to register

- **Customer Homepage.** Locate the section for ATV/UTV, Boats, Off-Highway Motorcycles, and Snowmobiles. Select the button to Register Vehicles.



- **Register a recreational vehicle.** Select the type of vehicle you wish to register. Click on the **i** icon for vehicle definitions and descriptions.

A screenshot of a web form titled "Register a Recreational Vehicle". At the top is a "Initial Questions" button. Below it is a question: "What type of Vehicle do you want to Register today?" with an information icon. There are four buttons: "Boat", "Snowmobile", "ATV or UTV", and "Off Hwy Motorcycle". At the bottom, there 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, select NO.

A screenshot of a web form titled "Register a Snowmobile". It has an "Initial Questions" button. Below it, the "Vehicle Type" is set to "Snowmobile". The question is: "Do you have a Wisconsin Registration Number for this vehicle?". There are two buttons: "Yes" and "No".

- **Enter Serial Number.** If no registration number is available, you will be asked to enter the vehicle serial number. 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 Snowmobile". At the top is an "Info" message: "A Wisconsin registration has not been found for the Serial Number provided. Please review and confirm that your vehicle information is correct." Below it is an "Initial Questions" button. The "Vehicle Type" is "Snowmobile" and the "Serial Number" is "ABC123456789XYZ0001". There are two input fields: "Serial Number" (containing "ABC123456789XYZ0001") and "Please provide your Model Year". At the bottom are "Cancel" and "Continue" buttons.

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

A screenshot of a web form titled "Register a Snowmobile". At the top is an "Info" message: "We could not find your vehicle. Please confirm that your vehicle information is correct." Below it is an "Initial Questions" button. The "Vehicle Type" is "Snowmobile" and the "Serial Number" is "ABCD1234EFGH0007". The question is: "Is this the vehicle you wish to register?". There are two 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.

Register a Snowmobile

Initial Questions

Vehicle Type	Serial Number
Snowmobile	ABCD1234EFGH0007

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.

Register Your Snowmobile

Initial Questions Vehicle Information

Vehicle Type	Serial Number	Model Year
Snowmobile	SNOW123456789V1000	2019

Please provide the following information about your vehicle:

Unless otherwise noted, all fields are required

Make  Model *Optional*  Nickname *Optional*

Width (in)  ex. 38.5 Horsepower *Optional*   Check if vehicle is equipped with an electric engine Engine Size (cc) *Optional*

Cancel Continue

- **Purchase Information.** Enter the name and address of the person or business that sold you the vehicle.

Purchase Information

Initial Questions Vehicle Information Purchase Information

Vehicle Type	Serial Number	Make	Model	Model Year
Snowmobile	ABCD1234EFGH0007	Polaris	Indy	2017

Who did you obtain this vehicle from?

Name *Required*

Motorsports Mania

Address

123 Fake St

City  Anytown State / Province  Wisconsin Postal Code  55555

Federal Tax ID (if purchased at a Dealer)

Clear Seller Info

- **Tax Information.** Enter the date purchased and the Wisconsin county it will be primarily used/kept in. Enter the amount you paid for the vehicle, and any trade in amount and description you had at a dealer location. If you are exempt from paying the taxes on the purchase price, indicate yes or no and check one of the exemption reasons.

**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

Purchase Amount

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

- **Registration Summary Page.** View the summary of the information you have entered for your vehicle to ensure accuracy. Select  if you are satisfied with the information
- **Registration and Add-ons.** The system will determine the registration type based on the information you provided. Note the Add-on options available. *Example: Snowmobile trail pass for operating on public trails. Check the box and add to cart.*

**Snowmobile 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**

TRAIL PASS - Wisconsin Snowmobile \$30.00 

Looking to sled on Wisconsin's public trails? The Wisconsin Annual Snowmobile Trail Pass is required, in addition to a current Wisconsin Public Snowmobile Registration, to operate on any public trail open to snowmobiling. Snowmobiles with antique registrations are exempt from the trail pass requirement. Association of Wisconsin Snowmobile Clubs (AWSC) members may contact the AWSC directly to obtain a discounted pass. Trail pass purchases are non-refundable.

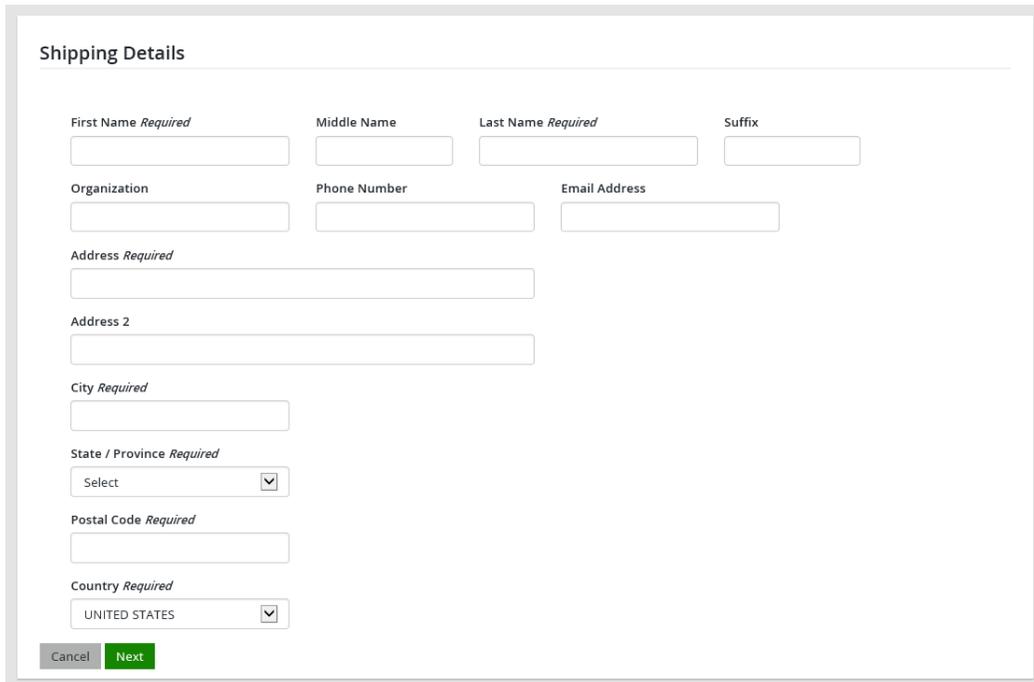
- **Shopping Cart.** Confirm your purchase is correct. Select your Payment Type (Credit Card or Checking Account) and select . Or select Keep Shopping if you need to purchase more.

[Remove all from cart](#)

<b>Snowmobile Public Registration</b> 201908020002 Polaris Sno Cat 2019 Valid From 8/2/2019 - 6/30/2022	<a href="#">✕ Remove</a>	\$30.00
<b>2019-2020 Wisconsin Snowmobile Trail Pass</b> 201908020002 Valid From 8/2/2019 - 6/30/2020	<a href="#">✕ Remove</a>	\$30.00
<b>Subtotal:</b>		\$60.00
<b>Payment Type:</b>		<input type="text" value="Credit Card"/> <input checked="" type="button" value="▼"/> 

### STEP 3: Make payment and print your temporary operating receipt

- **Shipping Details.** Enter the location you would like your items shipped and select NEXT. *Note: The system will check the address for any errors and recommend address adjustments if necessary.*

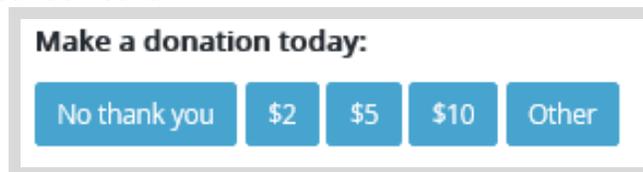


The form is titled "Shipping Details" and contains the following fields:

- First Name *Required* (text input)
- Middle Name (text input)
- Last Name *Required* (text input)
- Suffix (text input)
- Organization (text input)
- Phone Number (text input)
- Email Address (text input)
- Address *Required* (text input)
- Address 2 (text input)
- City *Required* (text input)
- State / Province *Required* (dropdown menu with "Select" option)
- Postal Code *Required* (text input)
- Country *Required* (dropdown menu with "UNITED STATES" option)

At the bottom left, there are two buttons: "Cancel" (grey) and "Next" (green).

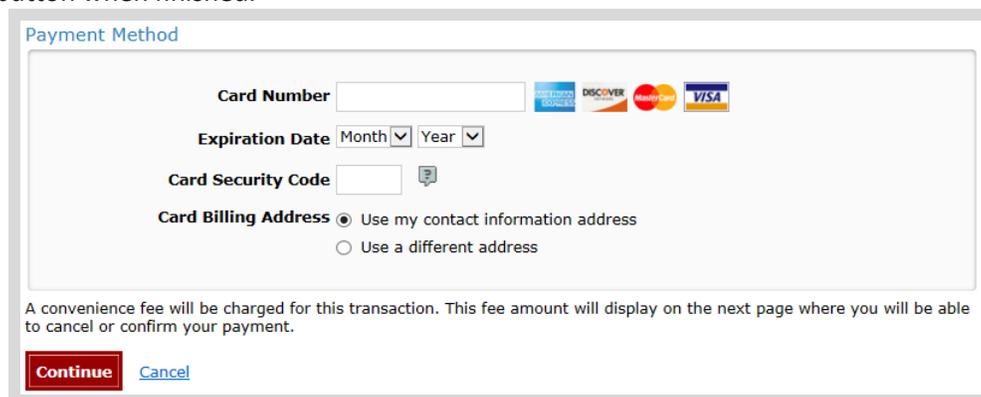
- **Donations:** Make a donation to the Cherish Wisconsin Fund. You may select one of the predetermined amounts or select Other to enter in a specific amount.



The form is titled "Make a donation today:" and contains five buttons:

- 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.



The form is titled "Payment Method" and contains the following fields:

- Card Number (text input) with logos for American Express, Discover, Mastercard, and Visa.
- Expiration Date (Month dropdown, Year dropdown)
- Card Security Code (text input with a question mark icon)
- Card Billing Address (radio buttons: "Use my contact information address" (selected), "Use a different address")

At the bottom, there is a note: "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." Below the note are two buttons: "Continue" (red) and "Cancel" (blue).

- **Review Payment.** The last step before the purchase is final. Confirm your payment details, payment method, Billing address, and contact info on the screen. Select **Confirm** to continue.

- **Confirmation. IMPORTANT!** 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. You must carry this printed temporary operating receipt while you operate until your materials arrive via US Mail.

Do you want to open or save **receipt\_68744521.pdf** (305 KB) from **uatapp.wi.gov**? ✕

Open Save ▼ Cancel