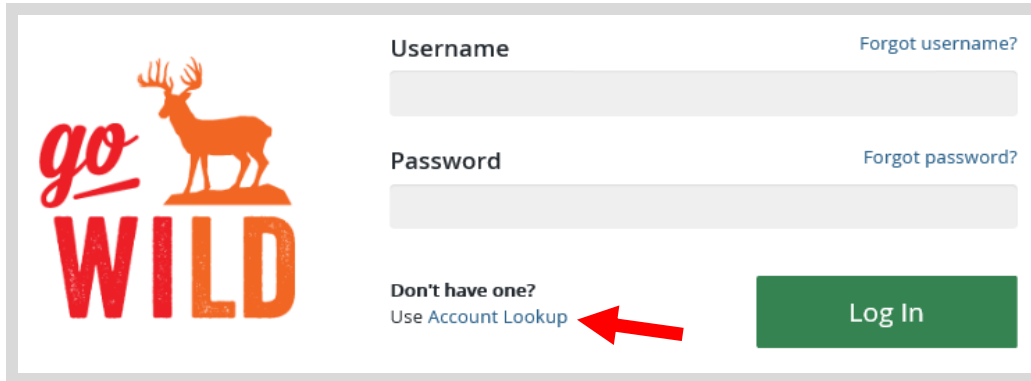


# HOW TO: Purchase a Trapping License in Go Wild

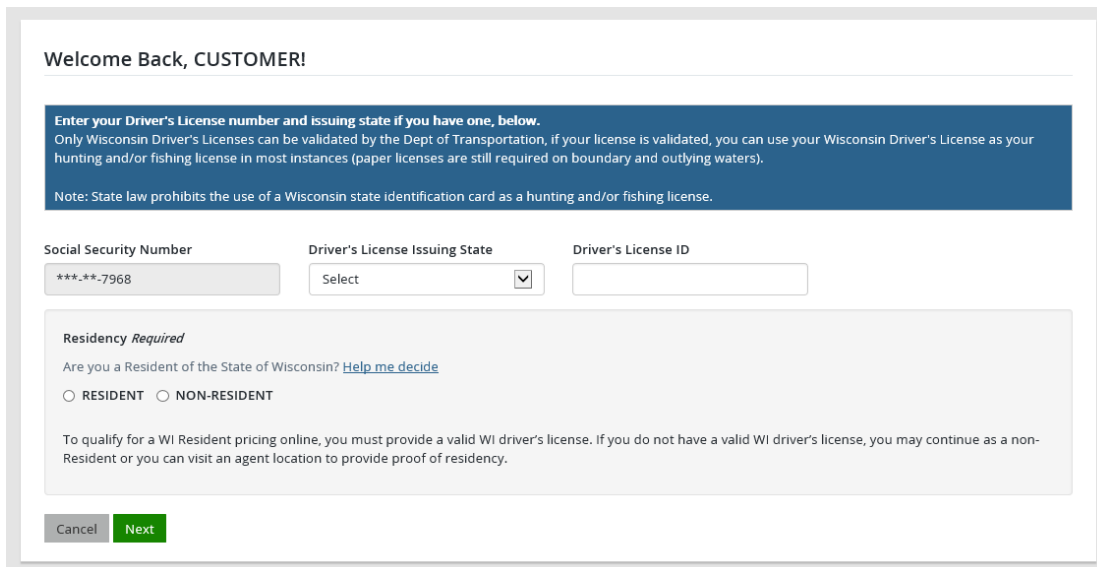
## STEP 1: Log in / create your Go Wild account

- 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.





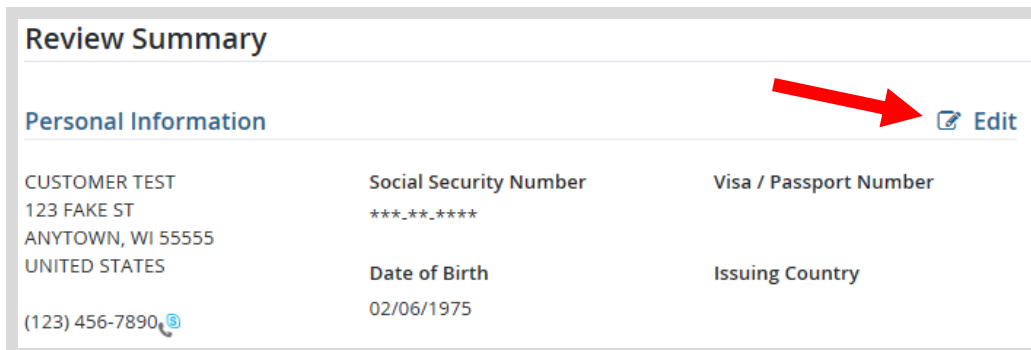
The image shows the Go Wild login page. On the left is the Go Wild logo featuring a deer silhouette and the text 'go WILD'. On the right, there are two input fields: 'Username' and 'Password'. Each field has a 'Forgot' link to its right ('Forgot username?' and 'Forgot password?'). Below the password field, there is a link 'Don't have one? Use Account Lookup' with a red arrow pointing to it, and a green 'Log 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 a 'Welcome Back, CUSTOMER!' form. It includes a blue box 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 with 'Select' and a checkmark), and 'Driver's License ID'. There is a 'Residency Required' section with radio buttons for 'RESIDENT' and 'NON-RESIDENT', and a 'Help me decide' link. At the bottom are 'Cancel' and 'Next' buttons.

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

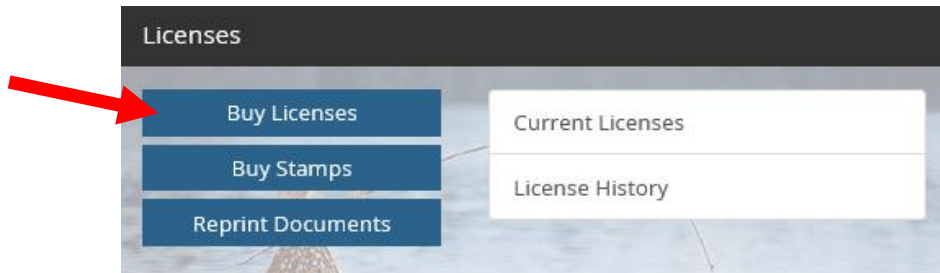


The image shows a 'Review Summary' form. It has a section titled 'Personal Information' with an 'Edit' icon and a red arrow pointing to it. Below this is a table of personal information:

CUSTOMER TEST	Social Security Number	Visa / Passport Number
123 FAKE ST	***_**_****	
ANYTOWN, WI 55555	Date of Birth	Issuing Country
UNITED STATES	02/06/1975	
(123) 456-7890		

## STEP 2: Select your license

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



- **Product Catalog.** Select the [Hunt/Trap](#) tab at the top, and select the [Trapping License](#) from the Product List.

Featured	Hunt/Trap	Fish	Applications	Trails & Parks	Misc/Other
Products					
Product Name		Description			
<a href="#">Trapping License (Resident)</a>		Authorizes the use of traps for trapping furbearin...			


- **Trapper Education.** This screen will only show up if Go Wild does not find a trapper education certification in your record. If you have taken a trapper education course, enter your [Certification Number](#) and the [State](#) you completed the course. If you have never taken trapper education, you may instead meet one of the exemptions for trapper safety. Check the one that applies to you and select and Add to Cart. **NEW!** - The trapping license now includes two free harvest authorizations for Otter. They will print out along with the license documents.

### Trapping License (Resident)

Authorizes the use of traps for trapping furbearing animals. Permits are required in addition to the license to trap bobcat, otter or fisher.

NOTE: Residents who graduated from a Wisconsin Trapper Education course for the first time this year, their safety certificate serves as a trapping license until March 31 of the year AFTER it was issued. If you have completed trapper education in another state, the below states list is filtered to include only those states in person course that Wisconsin accepts.

#### Included with the product

Otter Authorization 


#### Safety Ed Certification

Please enter Certification Number and State/Country or choose any exemptions you qualify: *Required*

Have a certification

Safety Ed Certification Type:  Certification Number *Required*:  State/Country *Required*:

Purchased a Wisconsin license authorizing trapping prior to 05/12/1992

Active farmer per WI Statute 102.04(3) 

Trap as Mentored

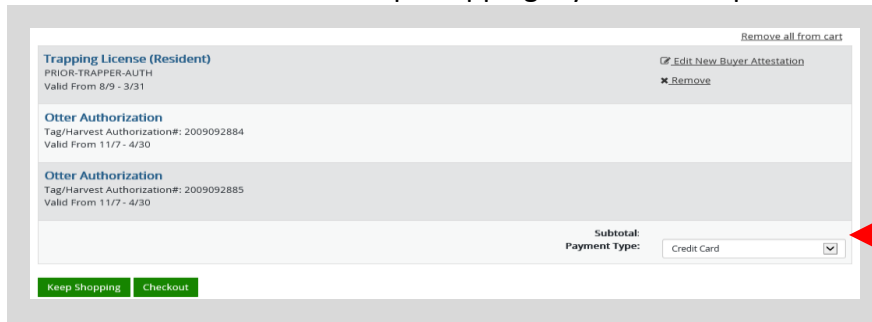
NOTE: MENTORED ONLY will print on your license and the following restrictions apply to you if you are purchasing a license authorizing trapping without trapper education certification and you do not qualify for an exemption.

1. If you are a minor, your mentor must be your parent or guardian or another adult authorized by your parent or guardian. Parental permission to trap is required.
2. Mentor must be 18 or older, possess a valid license to trap, and meet applicable trapper education requirements or exemptions.
3. You must remain in visual or voice contact of your qualified mentor.
4. You are not eligible to receive a harvest tag for trapping purposes for species for which the department limits the number of tags.

**For more information about mentored trapping, see the Wisconsin Trapping Regulations**

## 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.

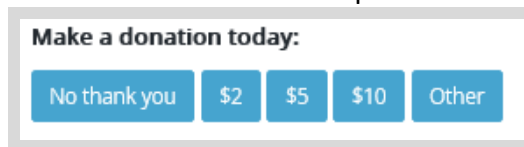


The screenshot shows a shopping cart with the following items:

- Trapping License (Resident)**  
PRIOR-TRAPPER-AUTH  
Valid From 8/9 - 3/31
- Otter Authorization**  
Tag/Harvest Authorization#: 2009092884  
Valid From 11/7 - 4/30
- Otter Authorization**  
Tag/Harvest Authorization#: 2009092885  
Valid From 11/7 - 4/30

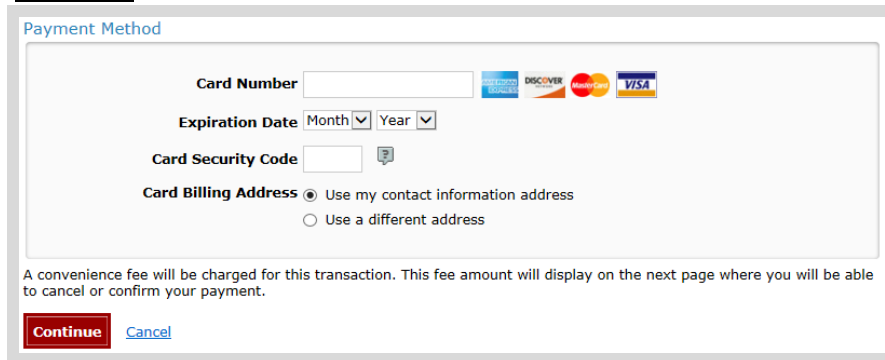
At the bottom right, the **Subtotal:** is displayed, and the **Payment Type:** dropdown menu is set to **Credit Card**. A red arrow points to this dropdown menu. Below the items are two buttons: **Keep Shopping** and **Checkout**.

- **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 screenshot shows a box titled **Make a donation today:** with five buttons: **No thank you**, **\$2**, **\$5**, **\$10**, and **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.

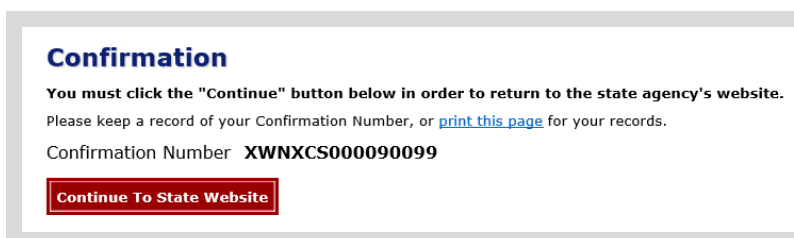


The screenshot shows a **Payment Method** form with the following fields:

- Card Number** (text input)
- Expiration Date** (Month and Year dropdowns)
- Card Security Code** (text input)
- Card Billing Address** (radio buttons for "Use my contact information address" and "Use a different address")

Logos for American Express, Discover, Mastercard, and Visa are shown. Below the form, a note states: "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." At the bottom are **Continue** and **Cancel** buttons.

- **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.



The screenshot shows a **Confirmation** screen with the following text:

**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