

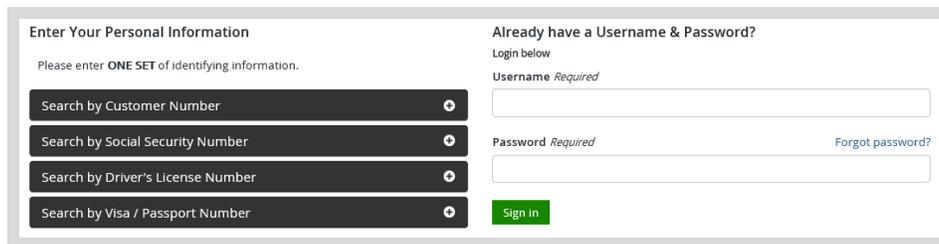
# HOW TO: Purchase a license for Duck Hunting

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

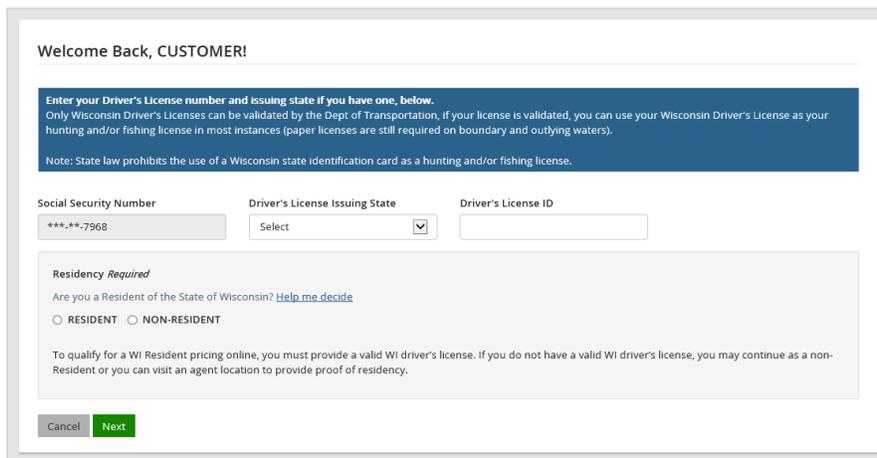
- Visit the website [gowild.wi.gov](http://gowild.wi.gov). If you have already set up a username/password for your account, you may log in directly using that. If you have not yet created a username/password, use the "Account Lookup" option to search for your account or create a new account if necessary.



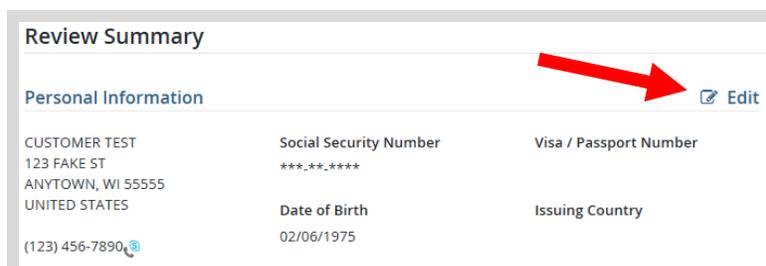
- **Access your Account** - Search for your existing customer record using one of the four personal information options on the left. Or enter your username and password for your account, if you have already created one.



- **Welcome Back!** Enter your 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.*

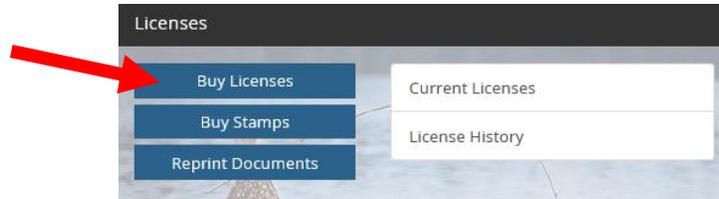


- **Review Summary.** Check your personal information for accuracy. If changes need to be made, select the  [Edit](#) icon. **IT IS VERY IMPORTANT FOR THE ADDRESS TO BE CURRENT IN ORDER FOR YOU TO RECEIVE YOUR REGISTRATION MATERIALS!** If everything is correct, select the [Yes](#) button.

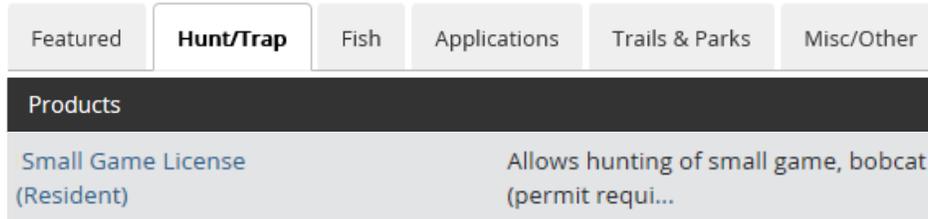


## STEP 2: Select your license

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



- **Product Catalog.** Select the [Hunt/Trap](#) tab at the top, and select the [Small Game license](#) under the Product List.



- **Small Game add-ons.** The next screen shows the license selected, the price, and the option for add-ons:
  - [HIP Survey](#) is required if you plan on hunting any migratory game birds (ducks, geese, woodcock, rails, moorhens, coots or snipe).
  - The [State Waterfowl](#) and [Federal Duck Stamps](#) are required for any hunters 16 years or older who wish to hunt ducks. **IMPORTANT: Hunters less than age 16 do not need either stamp.**
  - Select Add to Cart when finished

- **HIP certification** - If HIP certification was selected, you will be asked a series of questions. This info is used to calculate harvest from the previous year and help determine the regulations for next year.

## 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.

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

Subtotal:  
Payment Type: Credit Card  
Convenience Fee:  
Grand Total:

- **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 [input] [American Express] [Discover] [MasterCard] [VISA]

Expiration Date Month [dropdown] Year [dropdown]

Card Security Code [input]

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