

HOW TO: Submit a Bear Application 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.

- **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.

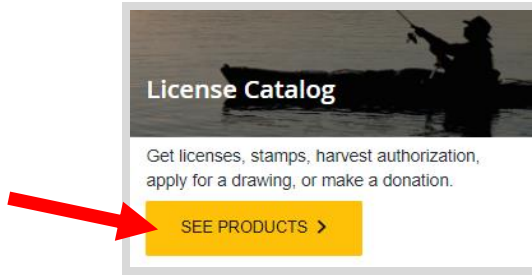
- **Welcome Back!** Enter your driver license information (optional). If you do not wish to enter your driver license, leave both the DL state and DL number blank. Next indicate your state residency (Wisconsin resident or nonresident). If you are unsure of your state residency, select the [Help me decide](#) 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. If everything is correct, select the Yes button.

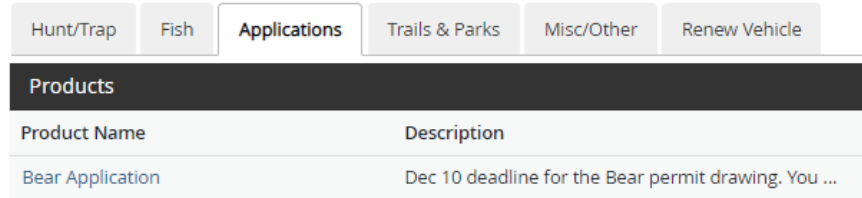
Personal Information			
CUSTOMER TEST 123 FAKE ST ANYTOWN, WI 55555 UNITED STATES (123) 456-7890	Social Security Number ***.**.*****	Visa / Passport Number	Issuing Country
	Date of Birth 02/06/1975		

STEP 2: Select your license/application product

- **Customer Homepage.** Locate the License Catalog section and select the **SEE PRODUCTS** button



- **Product Catalog.** Look under the Applications tab and select the Bear Application from the Product List.



- **Bear Application type.** Choose to apply for a Preference Point only or Harvest Permit. If you choose preference point only, you will be directed to the shopping cart immediately. If you select Harvest Permit, additional information will be required on the next screen. Select Add to Cart.

The screenshot shows the '20XX Bear Application' form. It includes a title, a deadline notice, and a description of the application process. Under the 'Price:' section, there are two radio buttons: 'Preference Point Only' and 'Harvest Permit'. A red arrow points to the 'Harvest Permit' radio button. At the bottom of the form, there are 'Cancel' and 'Add To Cart' buttons.

- **Application choices.** This screen will show if you selected Harvest Permit from the previous screen. Select the Management Zone/Unit you wish to apply for. To submit a group application, read the description and add the group leader number if applicable. Once entered, you will be asked to verify the group leader number by selecting the **Lookup Group Leader** button. You will see an indication that the group leader lookup was successful (see below) or receive an error message to try again.

The screenshot shows the 'Bear Application' form, specifically the 'Harvest Permit Application' section. It includes a title, a sub-title, and a section for 'Zone and Time Period Choice(s)'. There is a blue box with important information about management zone boundaries. Below this is a 'View Zone Map' button with a red box around it and a red arrow pointing to it. The text 'Select the specific zone and time period combination(s)' is followed by '1st Choice:'. There is a dropdown menu for 'Management Zone/Unit Required' with 'Zone F' selected, and a red box around it with a red arrow pointing to it. Below this is the 'Group Application' section, which includes a description of the application process and a 'Group Leader DNR Number' field with the value '729086322'. A red box around the field has a red arrow pointing to it. Below the field is a radio button for 'James Test' and a 'Lookup Group Leader' button. At the bottom, there is an 'Add To Cart' button.

STEP 3: Make payment and print your receipt

- **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.

Bear Application
Group Hunt: Yes Group Leader: DNR 729-086-322
Choice 1:
Management Zone/Unit: Zone A
Time Period: 09/02 - 10/06
Valid From 8/5 - 2/29

Subtotal:
Payment Type: Credit Card

Keep Shopping 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.

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 2% 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.