

Snowmobile Registration Application

Please print, using black or blue ink pen. See instructions on pages 2 and 4.

Owner Information	
Primary Owner's Name – Last, First, Middle Initial or Business	DNR Customer Number
U.S. Citizen <input type="checkbox"/> Yes <input type="checkbox"/> No	
Mailing Address	Check here if address change <input type="checkbox"/>
City	State
ZIP Code	County
Daytime Telephone ()	Date of Birth
Social Security Number or FEIN (collected on behalf of Dept. of Revenue for tax purposes)	
E-Mail Address	
<input type="checkbox"/> Withhold my personal information from disclosure on lists of 10 or more individuals that DNR may provide to other persons (s. 23.45, Wis. Stats.).	
Additional Owner's Name – Last, First, Middle Initial or Business	
1. <input type="checkbox"/> AND <input type="checkbox"/> OR	2. <input type="checkbox"/> AND <input type="checkbox"/> OR
<input type="checkbox"/> Check here if more than 2 additional owners and attach list of names.	

Snowmobile Information - Complete all fields						
WI Registration Number	Serial Number of Body / Frame (See instructions on page 4)	Make	Model			
SN						
Model Year	CC Disp	Horsepower	Width	WI County Kept/Used In	Purchase Date	Prev. Out-of-State Reg #

Registration Type (select all that apply) Note: Only Wisconsin registrations are transferable	
<input type="checkbox"/> 1. New Registration - Public Use \$30.00 <input type="checkbox"/> 2. New Registration - Private Property Use 0.00 <input type="checkbox"/> 3. Transfer 5.00 <input type="checkbox"/> 4. Transfer & Renewal Certificate 35.00 <input type="checkbox"/> 5. Renewal (Public Use) 30.00 <input type="checkbox"/> 6. Duplicate Certificate 5.00 <input type="checkbox"/> 7. Duplicate Decals 5.00 <input type="checkbox"/> 8. Antique (Manufacture year 1966 or older) 20.00 <input type="checkbox"/> 9. Municipal Registration (original / renewal) 5.00 <input type="checkbox"/> 10. Commercial Certificate (original / renewal) 90.00 <input type="checkbox"/> 11. Additional commercial plate (each) 30.00	<p>Public Use: A snowmobile used on marked trails, frozen waters, or any lands you have permission to operate on must be registered for public use.</p> <p>Private Use: A snowmobile used only on land owned or leased by the person or a member of the person's immediate family over which the owner or lessee has management and control.</p>
# of Extra Plates: <input style="width: 50px;" type="text"/>	Total Fee \$ <input style="width: 100px;" type="text"/>

Sales and Tax Information (see instructions on page 2)	
1. Purchase Price (Include accessories) \$	
2. Allowance for Trade-In \$	
3. Taxable Receipts (Line 1 less line 2) \$	
4. 5% State Sale Tax (Line 3 x .05) \$	
5. 1/2% County Tax (Line 3 x .005), if applicable \$	
6. 1/2% Football Stadium Tax (Line 3 x .005), if applicable ... \$	
7. 1/10% Baseball Stadium Tax (Line 3 x .001), if applicable .. \$	
8. Total Tax Due (Add lines 4, 5, 6, 7) \$	

Trade-In (describe snowmobile or property traded, Year, Make & Serial # of Body)	
If Tax Exempt, enter exemption code and reason (see instructions on page 2)	Code Reason
This snowmobile was obtained from: (complete information below)	
Dealer or Seller Name	
Mailing Address	
City	State
ZIP Code	
Federal Employer Identification Number	Telephone No. ()
Signature of Dealer	Date Signed

Total Remittance and Signature	
Registration Fee (from Section C above) \$	
Tax Due (from Section D above) \$	
Validation Fee - \$3.00 (if applicable) \$	
Expedited Service Fee - \$5.00 (if applicable) \$	
Total Fees / Tax Due \$	
Make check or money order payable to WDNR for the total amount.	
I hereby make application for registering the snowmobile described on this application.	
Signature of Owner(s)	Date Signed

Leave Blank – DNR Use Only	
Field Validation Agent	Received Date
ID:	
Field Validation Date	Reg. ID #
Money Received	
Manual Decal # Issued	

Mail To:
 Snowmobile Processing Center
 PO Box 78701
 Milwaukee, WI 53278-0701

To Operate Snowmobile: Operator is required to carry a copy of this form validated by a DNR office or an authorized agent; or, if purchased from a Wisconsin dealer, operator must carry the Applicant's copy. See requirements on the bottom of page 4.

Section D - Sale and Tax Information

DEALERS - Dealers licensed in Wisconsin **complete lines 1 thru 7** and the dealer information portion. Remit the state, county and stadium tax with your Wisconsin State and County Sales and Use Tax Return (Form St-12).

PURCHASERS - If you purchased a snowmobile from (1) a private party or (2) another state, complete this section.

Line 1. Purchase Price - Enter the purchase price of your snowmobile. Include the cost of accessories.

Line 2. Trade-In - Enter the amount you were allowed for any property traded in on the purchase of this snowmobile.

Line 3. Taxable Amount - Subtract line 2 from line 1 and enter the amount on line 3.

Line 4. 5% State Tax - Enter 5% (.05) of the amount shown on line 3.

County and stadium use taxes may also apply and are based on where the snowmobile is customarily kept while in Wisconsin.

Line 5. 1/2% County Tax* - If the item is kept in a county that has adopted a county tax, a 1/2% county tax must be paid. Enter 1/2% (.005) of the amount shown on line 3.

Line 6. 1/2% Football Stadium Tax - If the item is kept in Brown County, the stadium use tax of 1/2% must be paid. Enter 1/2% (.005) of the amount shown on line 3.

Line 7. 1/10% Baseball Stadium Tax - If the item is kept in Milwaukee, Ozaukee, Racine, Washington or Waukesha County, a 1/10% baseball stadium tax must be paid. Enter 1/10% (.001) of the amount shown on line 3.

Line 8. Total Tax - Add lines 4, 5, 6 and 7 and enter the total on line 8. This is the amount of tax you owe.

Trade-In – Describe any property you traded in on the purchase of this snowmobile. If no trade-in is involved, enter "NONE."

Exemptions From Tax

Your purchase will not be subject to sales tax if any of the following situations apply. **Note:** Enter the exemption code and reason in the tax statement section of the application.

Code 1. The item was **previously registered in Wisconsin** and purchased/received from a parent, spouse or child. **Important:** Use the following letters along with Code 1.

P = If purchased/received from your parent, stepparent, father-in-law, mother-in-law

S = If purchased/received from your spouse

C = If purchased/received from your child, stepchild, daughter-in-law, son-in-law

Note: A sibling or grandparent is not tax exempt.

Code 2. Retailer/lessor who will rent or sell the item. Must include FEIN (Federal Employer Identification Number).

Code 3. State of Wisconsin or government unit, agency or school.

Code 4. Tax paid to another state. **Attach a copy of your bill of sale or verification of tax payment to the other state.** **Note:** Sales tax paid to another state on the item reported on this application may be claimed as a credit to reduce the Wisconsin tax payable. Any county tax or similar tax paid in the other state may be claimed as a credit to reduce county/stadium tax payable.

If tax was paid in another state, subtract any state tax from the Wisconsin state tax (Line 4) and any county or similar tax from the Wisconsin county/stadium tax (Line 5). Enter the remaining amount of Wisconsin tax payable.

Code 5. Purchased by a nonresident at least 90 days before registrant became a Wisconsin resident and brought and/or registered the item in this state.

Code 6. Religious, charitable, educational organization. Must show the Department of Revenue exempt status number.

Code 7. Other. Enter reason (i.e., gift or even trade)

Code 8. The item was purchased from a dealer and tax was paid to the dealer.

This snowmobile was obtained from – Enter name and address of seller.

Section E - Total Remittance and Signature

Add Total Fees from Section C and Total Tax from Section D and enter total amount due in Section E. Please make your check or money order payable to: **Wisconsin Department of Natural Resources or WDNR** for both tax and fees.

Sign and date your application.

Where to File

Send this application and your remittance for tax and fees to below address or apply in person at any DNR office listed on page 3.

Snowmobile Processing Center
PO Box 78701
Milwaukee, WI 53278-0701

Tax Information and Questions

*For a listing of counties that have adopted the county tax, or if you have questions regarding state or county tax, contact:

Wisconsin Department of Revenue
PO Box 8902
Madison, WI 53708-8902
(608) 266-2776

Department of Natural Resources Service Centers Validating Snowmobile Applications

DNR Central Office

Information Center, 101 S. Webster St., Madison (1-888-936-7463)

Northern Region

Region Headquarters - 810 W Maple St., Spooner (715-635-2101)
OR 107 Sutliff Ave., Rhinelander (715-365-8900)

- Antigo Office - 223 E. Steinfest Rd. (715-627-4317)
- Ashland Office - 2501 Golf Course Rd. (715-685-2900)
- Cumberland Office - 1341 2nd Ave. (715-822-3590)
- Hayward Office - 10220 St. Hwy. 27 (715-634-2688)
- Ladysmith Office - N4103 St. Hwy. 27 (715-532-3911)
- Park Falls Office - 875 S. 4th Ave. (715-762-3204)
- Superior Office - 1401 Tower Ave. (715-392-7988)
- Woodruff Office - 8770 Hwy. J (715-356-5211)

Northeast Region

Region Headquarters - 2984 Shawano Ave., Green Bay (920-662-5100)
Oshkosh Office - 625 E. County Rd. Y, Suite 700 (920-424-3050)
Peshtigo Office - 101 N. Ogden Rd., Peshtigo (715-582-5000)
Sturgeon Bay Office - 110 S. Neenah Ave. (920-746-2860)
Wautoma Office - 427 E. Tower Dr., Suite 100 (920-787-4686)

West Central Region

Region Headquarters - 1300 W. Clairemont Ave., Eau Claire (715-839-3700)
Baldwin Office - 890 Spruce St. (715-684-2914)
Black River Falls Office - 910 Hwy. 54 E (715-284-1400)
LaCrosse Office - 3550 Mormon Coulee Rd. (608-785-9000)
Wausau Office - 5301 Rib Mountain Rd. (715-359-4522)
Wis. Rapids Office - 473 Griffith Ave. (715-421-7800)

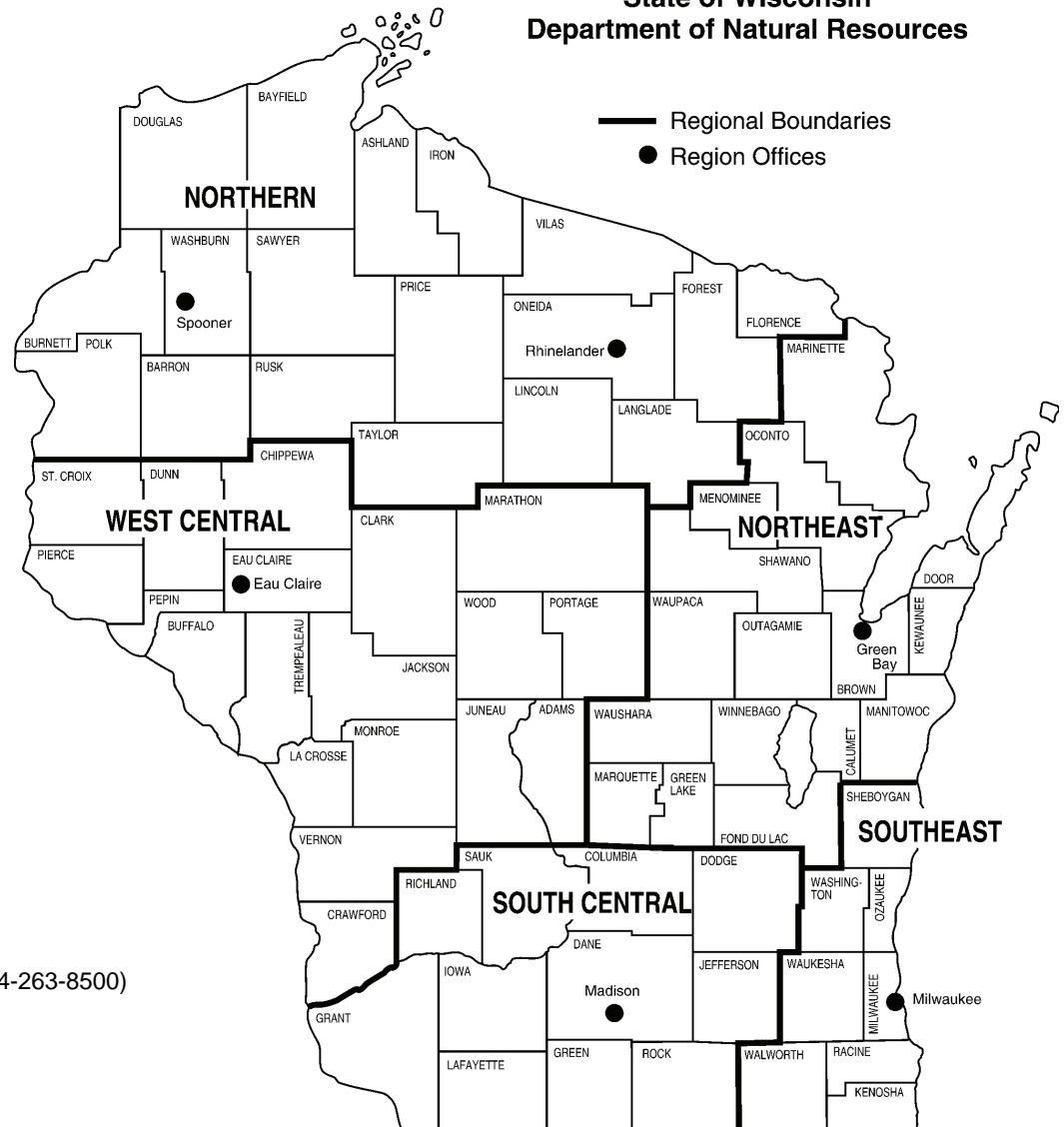
South Central Region

Region Headquarters - 3911 Fish Hatchery Rd., Fitchburg (608-275-3266)
Dodgeville Office - 1500 N. Johns Street (608-935-3368)
Horicon Office - N7725 Hwy. 28 (920-387-7860)
Janesville Office - 2514 Morse St. (608-743-4800)
Poynette Office - W7303 Co. Hwy. CS (608-635-8110)

Southeast Region

Region Headquarters - 2300 N. Dr. Martin Luther King Jr. Dr., Milwaukee (414-263-8500)
Plymouth Office - 1155 Pilgrim Rd. (920-892-8756)
Sturtevant Office - 9531 Rayne Rd., Suite 4 (262-884-2300)
Waukesha Office - 141 NW Barstow St., Room 180 (262-574-2100)

**State of Wisconsin
Department of Natural Resources**



For a more complete listing of stations where Snowmobile applications may be validated, see the DNR website at dnr.wi.gov.

Hours may vary – call ahead.

Notice: This form may be used for any application filed pursuant to s. 350.12, Wis. Stats. The Department will not consider your application unless you provide all necessary information. Personally identifiable information provided may be used to determine identity of the applicant, eligibility for approvals, participation in natural resources surveys, other enforcement purposes, and may be provided to requesters as required by Wisconsin's Open Records law [ss. 19.31-19.39, Wis. Stats.]. A social security number or federal employer identification number is required on behalf of the Department of Revenue for tax purposes.

Public and commercial registration fees reflect a two-year registration cycle that begins on April 1st of the year issued and ends on June 30th two years after. Registration fees are not prorated.

Section B - Snowmobile Information

"**Snowmobile**" means an engine-driven vehicle that is manufactured **solely** for snowmobiling that has an endless belt tread and sled-type runners, or skis, to be used in contact with snow. All snowmobiles must be 48 inches wide or **less**. The definition includes a child-sized snowmobile, except see below for additional information.

A **child's snowmobile** is a snowmobile that is driven by a 4-HP (~120 CC) or less engine.

Operating a child's snowmobile on public areas – A child's snowmobile needs to be registered. **This also includes frozen waters.** (IMPORTANT: Refer to the Wisconsin Snowmobile Laws pamphlet PUBL-LE-201 for child's snowmobile and age-riding restrictions.)

Operating a child's snowmobile in sanctioned races, derbies, competitions or exhibitions – Under these circumstances, registration is not required.

Operating a child's snowmobile on private property – Registration is not required when operated only on private property and is not operated on any part of a public trail.

A vehicle that has inflatable tires is not considered a snowmobile even if skis are attached. An ATV or similar machine that is converted with an aftermarket kit, complete with skis and a track **cannot** be registered as a snowmobile and cannot be ridden on snowmobile trails.

Section C - Registration Type

A snowmobile must be registered for public, private or antique use types.

- Type 1 - **New Registration Public Use:** Public Use registration allows you to operate on any areas open to the public and on private property with the appropriate permission. Public use registration is required to operate on the frozen surface of any lake or stream. The public use fee is \$30.00. A certificate and decals will be issued.
- Type 2 - **New Registration Private Property Use:** Private Property Use registration is available for snowmobiles that are used on land owned or lease by you or a member of your immediate family. The private property use registration is **non-transferable and does not expire**. The private property use fee is \$0. A certificate and decals will be issued.
- Type 3 - **Transfer** (change of ownership): Application must be submitted within 10 days of purchase for a snowmobile previously registered in Wisconsin. Include the previous owner's registration certificate and/or indicate the registration number on the form. The transfer fee is \$5.00. Only a certificate will be issued.
- Type 4 - **Transfer & Renewal:** You can renew the public registration with your transfer application if the registration decals are expired. The transfer & renewal fee is \$35.00. A certificate and decals will be issued.
- Type 5 - **Renewal:** The current registered owner can renew the registration for two years. The renewal fee is \$30.00 A certificate and decals will be issued.
- Type 6 - **Duplicate Certificate:** A certificate can be replaced if lost or stolen. The duplicate certificate fee is \$5.00. A certificate will be issued.
- Type 7 - **Duplicate Decals:** Active decals can be replaced if lost or stolen. The duplicate decal fee is \$5.00. A certificate and decals will be issued.
- Type 8 - **Antique:** Any snowmobile with model year 1966 or earlier may be registered as Antique. The antique registration is non-transferable and does not expire. The antique registration fee is \$20.00. A certificate and decals will be issued.
- Type 9 - **Municipal Registration:** Municipal registration is available for government use (county, city, village or police). The municipal registration fee is \$5.00. A certificate and decals will be issued.
- Type 10 - **Commercial Certificate:** Every person who is a snowmobile manufacturer, dealer, distributor, renter or any combination thereof, engaged in business in the state shall register with the department and obtain a Commercial Snowmobile certificate. Complete Sections A, C & E. The commercial registration fee is \$90.00. A certificate and 3 plates will be issued.
- Type 11 - **Additional Commercial Plates:** Additional plates can be ordered with original and renewal Commercial Certificate applications. A current Commercial Certificate holder may also order just additional plates. The fee for additional plates is \$30.00 each.

ATTENTION WISCONSIN DEALERS: REGISTRATION APPLICATION AND PAYMENT MUST BE SUBMITTED WITHIN 5 DAYS OF THE SALE FOR SNOWMOBILES SOLD BY THE DEALERSHIP.

TO OPERATE SNOWMOBILE:

- **DEALER PURCHASED SNOWMOBILES:** To operate the snowmobile, the operator must carry the Applicant's copy signed by the dealer until the certificate and/or decals are received.
- **ALL PRIVATE PURCHASED SNOWMOBILES AND PRESENT OWNERS:** No person may operate and no owner may give permission for the operation of any snowmobile within this state unless the snowmobile is registered for public or private use **AND** has the registration decals displayed as required, **OR** the snowmobile registration application is **VALIDATED** at a Department of Natural Resources office listed on page 3 or validated at an authorized validation site.