

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 \_\_\_\_\_ U.S. Citizen  
 Yes  No

Mailing Address \_\_\_\_\_ Check here if address change  City \_\_\_\_\_ State \_\_\_\_\_ ZIP Code \_\_\_\_\_ County \_\_\_\_\_

Daytime Telephone \_\_\_\_\_ Date of Birth \_\_\_\_\_ Social Security Number or FEIN \_\_\_\_\_ E-Mail Address \_\_\_\_\_  
(required on behalf of Dept. of Revenue for tax purposes)

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 \_\_\_\_\_  Check here if more than 2 additional owners and attach list of names.

1. \_\_\_\_\_ 2. \_\_\_\_\_

**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 \_\_\_\_\_ WI County Snowmobile is 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	<b>Public Use:</b> A snowmobile used on marked trails, frozen waters, or any lands you have permission to operate on must be registered for public use.	
<input type="checkbox"/>	2. New Registration - Private Property Use	0.00	<b>Private Use:</b> 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.	
<input type="checkbox"/>	3. Transfer (For Public Use Only)	5.00	<b>NOTE: Include previous owner's registration certificate</b>	
<input type="checkbox"/>	4. Transfer & Renewal Certificate (For Public Use Only)	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)	5.00		
<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		
# of Extra Plates: <input type="text"/>		<b>Total Fee \$</b> _____		

**Sales and Tax Information (see instructions on page 2)**

1. Purchase Price (Include accessories)	\$ _____	<b>Trade-In</b> (describe snowmobile or property traded, Year, Make & Serial # of Body)
2. Allowance for Trade-In	\$ _____	
3. Taxable Receipts (Line 1 less line 2)	\$ _____	If Tax Exempt, enter exemption code and reason (see instructions on page 2)
4. 5% State Sale Tax (Line 3 x .05)	\$ _____	<b>Code</b> _____ <b>Reason</b> _____
5. 1/2% County Tax (Line 3 x .005), if applicable	\$ _____	
6. 1/2% Football Stadium Tax (Line 3 x .005), if applicable	\$ _____	<b>This snowmobile was obtained from: (complete information below)</b>
7. 1/10% Baseball Stadium Tax (Line 3 x .001), if applicable	\$ _____	Dealer or Seller Name _____
8. <b>Total Tax Due</b> (Add lines 4, 5, 6, 7)	\$ _____	Mailing Address _____

**Total Remittance and Signature**

Validation / Over the Counter (OTC) Fee: \$ \_\_\_\_\_

Add Total Registration Fee, Total Tax Due and Validation / OTC Fee: \$ \_\_\_\_\_

**E 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 \_\_\_\_\_

Signature of Dealer \_\_\_\_\_ Date Signed \_\_\_\_\_

Federal Employer Identification Number \_\_\_\_\_ Telephone No. \_\_\_\_\_  
 ( ) \_\_\_\_\_

**Leave Blank – DNR Use Only**

Field Validation Agent <b>ID:</b>	Received Date
	Reg. ID #
Field Validation Date	Money Received
	Manual Decal # Issued
	OTC Fee

**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.

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

**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**

\*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 (608-266-2621)

**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)

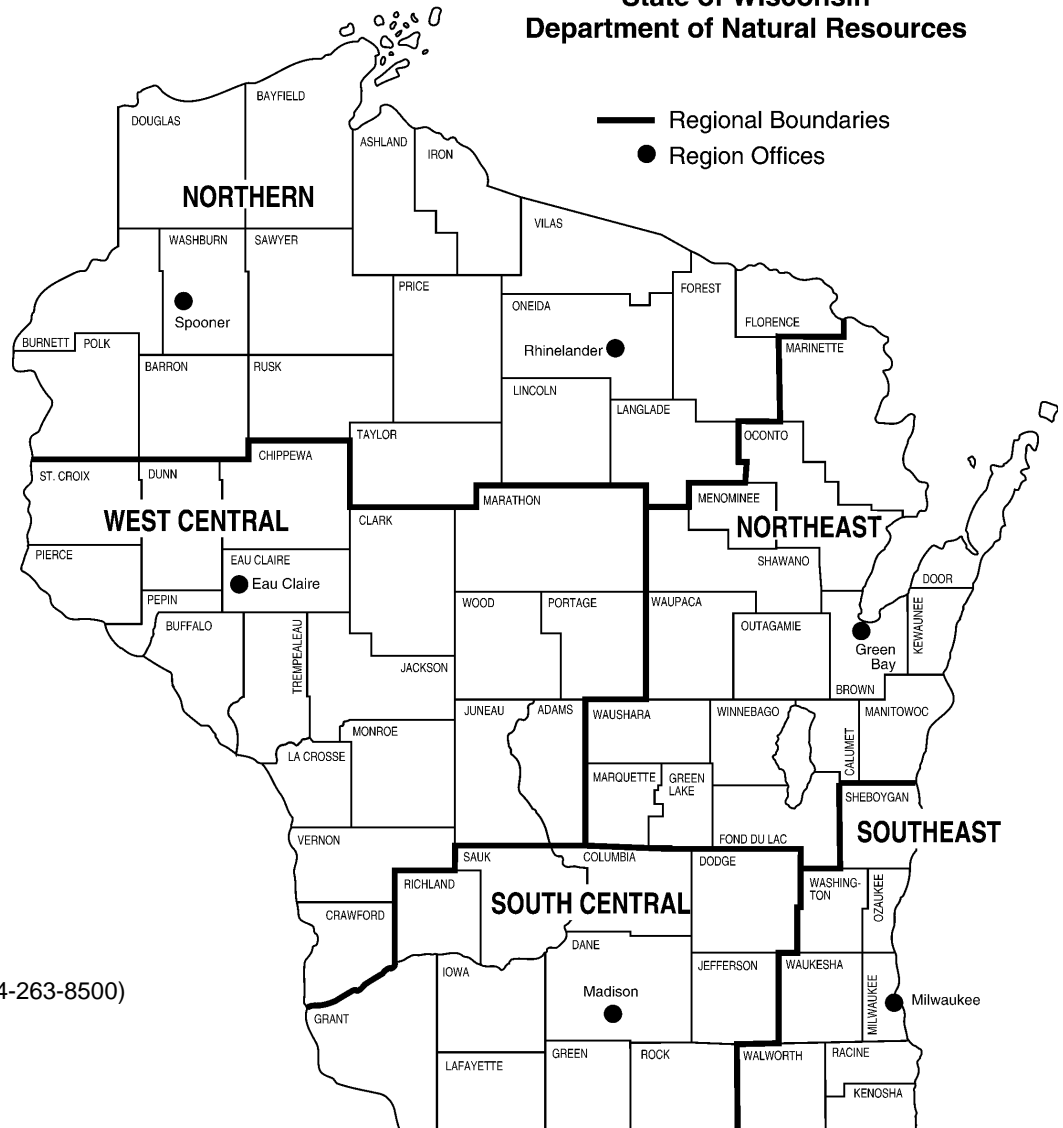
**Southeast Region**

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)

For a more complete listing of stations where snowmobile applications may be validated, see the DNR website at [dnr.wi.gov](http://dnr.wi.gov).

Hours may vary - call ahead.

**State of Wisconsin  
Department of Natural Resources**



**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 or any combination of 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 (Public use only):** 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 (Public use only):** You can renew the 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.