Directions on how to apply for a Fort McCoy quota hunt permit:

Quota hunt season permits (i.e., Gun-Deer, Deer-Disabled, Cantonment Archery, Spring Turkey, Fall Turkey, and Trapping) are <u>only</u> available through the Fort McCoy iSportsman electronic application process. No paper applications will be provided.

Applications will be available by logging into your Fort McCoy iSportsman account. Those who wish to apply must create or have created an iSportsman account to access the applications by logging into their iSportsman account and clicking on "Acquire Permit(s)".

1. Access the home web page of the Fort McCoy iSportsman System at www.mccoy.isportsman.net.
2. Click on "My Account", if you have already established a user account, and login in to your iSportsman account. If you do not have an iSportsman user account click on "Register" to create a user account. Once you have created a user account and you are still logged in, you can proceed to step 3.
3. Click on "Acquire Permit(s)".
4. Select the permit application you want to apply for by clicking on "Add to Cart" on the right hand side of the screen.
5. Click on and fill in any required fields and select from the drop down menu how you are entering the drawing.
   a. <u>Group Applications:</u> If you are interested in applying as a group, you will select either "Create a group entry" or "Join a group". You may have up to 4 people in a group.
      i. The first person to apply in your group must select "Create a group entry". Those who want to join that group will select "Join existing group entry" when they fill out their own application.
      ii. The first person to apply for a group entry will receive a 'group key' number after they confirm their "Checkout" and will need to give the group number (group code) to those who want to join the group.
      iii. Those that want to join an existing group will need to select "Join existing group entry" and enter the group number (group code) when they are filling out their application.
   b. <u>Youth's 10-11 years old under the Youth Mentorship Program:</u> Fort McCoy does not have specific Youth Hunts; however youth (10 and 11 years old) can participate in any Fort McCoy hunt. All participants (youth and mentors) must follow Fort McCoy regulations, WDNR guidelines and rules associated with the program, and obtain the proper Fort McCoy permit(s).
6. Click on "Save".
7. Review that your selection is accurate. You have a couple of options you can select at this point.
   a. You can either click on "Checkout" or click on "Continue Shopping". **<u>YOU MUST SELECT "CHECKOUT" AND "CONFIRM" YOUR ORDER</u> in order for your application to be submitted into the drawing.**
   b. If there is another application you would like to select, click on "Continue Shopping" and follow the same steps as previously mentioned.
   c. If you want to remove your selected application, click "Remove" and that will remove your application selection and you can go back to the list and shop.
   d. If you need to change or edit your application entry click on "Change".
8. Click on "Checkout". (Or, if you exited your account and need to login back in and you haven't confirmed your checkout, just click "View Cart & Checkout" and that will show you what you had previously selected. Then you can proceed to "CHECKOUT" and you will need to click on "CONFIRM' to submit your order.)
9. Order Confirmation. Click on "Confirm". You have completed the application process.
   a. If you created a group application, your 'group key' number (group code) will be displayed at this point to give to those who want to join your group. Reminder, 4 people per group application.
   b. If you entered your email address to your iSportsman account information, the iSportsman system will send you an email confirming that you are entered into the drawing.
      i. Reminder, if you do not see an email in your inbox, check your spam or junk email folder. Add Fort McCoy to your list of contacts so that your email will accept emails from Fort McCoy iSportsman. Otherwise you can login into your iSportsman account at any time to check drawing status.
10. Note: Once you have submitted your application into the lottery (drawing), you will not see it available under "Acquire Permit(s)". However, if you click on Lottery (up above your name), this will show the lottery (drawing) you entered.