

## 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 only 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 have already have registered in the iSportsman and have created a user account to access the applications. If you do not have an account, please go to the iSportsman homepage and click on Register to start your process. Once logged into your iSportsman account, click on "Acquire Permit(s)".

If you do not remember your account login or are having problems logging into your iSportsman account, please contact the Permit Sales Office 608-388-3337 or email your request to [usarmy.mccoy.imcom-central.mbx.dpw-permit-sales@mail.mil](mailto:usarmy.mccoy.imcom-central.mbx.dpw-permit-sales@mail.mil).

1. Access the home web page of the Fort McCoy iSportsman System at [www.mccoy.isportsman.net](http://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. **Group Applications:** 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. Spring Turkey Applications: You must enter 6 entries (choices/preferences).
  - c. **Mentorship Program:** Fort McCoy does not have a specific or separate Youth Hunt for any of the hunting seasons; however youth (10 and older) can participate in any Fort McCoy hunt and can be entered into the drawing by submitting their own online permit application through their iSportman account. All participants (youth and mentors) must apply for a permit, follow Fort McCoy regulations, WDNR guidelines and rules associated with the mentor program. Mentors and youth must be drawn and possess a valid Fort McCoy Fall Quota Hunt permit for any 2018 Fort McCoy hunting period. **Maximum of 4 applicants for a group application.**
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". **YOU MUST SELECT "CHECKOUT" AND "CONFIRM" YOUR ORDER 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"**. Once you have clicked on CONFIRM, you have now completed the application process and your application has been submitted into the drawing.
  - 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.

Please contact the Fort McCoy Permit Sales Office at 608-388-3337 or email [usarmy.mccoy.imcom-central.mbx.dpw-permit-sales@mail.mil](mailto:usarmy.mccoy.imcom-central.mbx.dpw-permit-sales@mail.mil) with any questions.