To apply for a draw permit you have three options:

Apply as an **Individual**, **Group Leader** or **Group Member**.

Buddy (group) applicants are for two applicants only. Applicants must share the same residency status. If there is a difference in preference points, the applications will be assigned to the applicant with the lowest preference points.

Multiple applications may be purchased in the same transaction using Friends and Family. (If you haven't already set up your Friends and Family list do so before applying.)

Instructions for each type of application transaction:

Individual	page	4
Group Leader	page	5
Group Member	page	7
Multiple Individual applicants in one transaction	page	9
Group Leader and Member in same Transaction	page	13
Making Changes to your Application	page	17
Purchasing a Preference Point instead of entering the draw	page	18

Note: Screenshots shown are from paddlefish and landowner elk. The application process is the same for all species draws.

Start here for all application options:

- Look up or Log into your account at <u>www.gooutdoorsne.com</u>
 Verify your mailing and email address is correct. Draw results are emailed to you and permits are to be printed at the time of payment.
- 2. On the Customer Home screen select **Apply for a Draw Permit**.



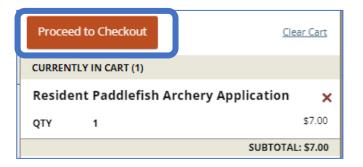
3. Select View Details.



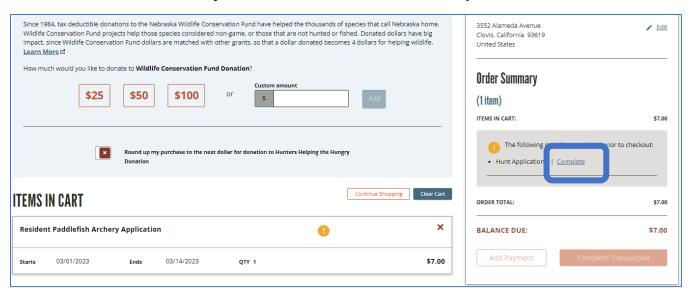
4. Select Add to Cart.



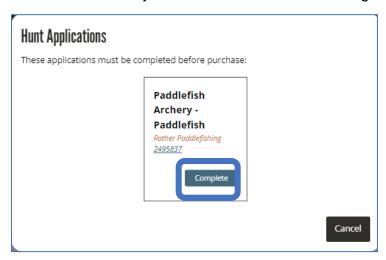
5. Select Proceed to Checkout.



6. In the Order Summary section of the screen, select Complete.



7. Select Complete to continue or Cancel to go back to your cart.



APPLY AS AN INDIVIDUAL

Follow steps 1 thru 7

Select Individual.



Select the **Hunt Choice(s)** from the Hunt Choices lists. You can select a 1st and 2nd choice or just one. Select **Next**.

DRAW APPLICATION

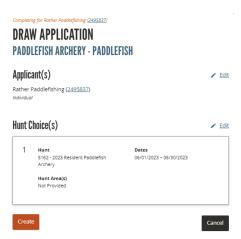
ELK - LANDOWNER - ELK

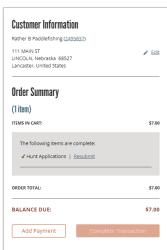


If the application is correct select **Create**.

Select **Add Payment** to complete the transaction and make payment.

If the application is incorrect select **Edit** to make changes.





APPLY AS A GROUP (Buddies)

To apply as a Group, one applicant takes the role of the **GROUP LEADER** and the other a **GROUP MEMBER**. You must establish a **GROUP LEADER** first.

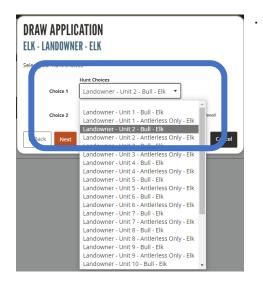
GROUP LEADER -

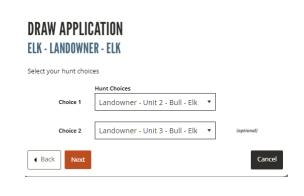
Follow steps 1 thru 7 (on pages 2-3).

On the Draw Application page, select GROUP LEADER. Select Next.

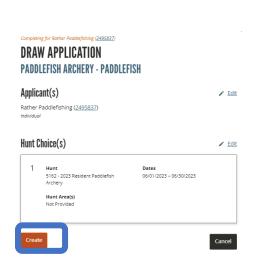


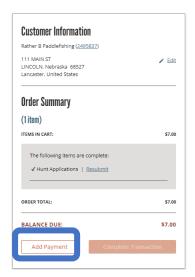
Select the **Hunt Choice(s)** from the Hunt Choices lists. You can select a 1st and 2nd choice or just one. Select **Next**.





Select Create, select Add Payment to complete the transaction.





IMPORTANT:

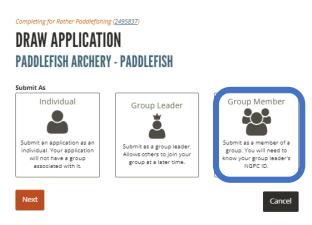
Contact your buddy and give them your NGPC ID# which can be found under your name on your customer home page.



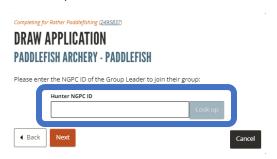
GROUP MEMBER

Follow steps 1 thru 7 (on pages 2-3).

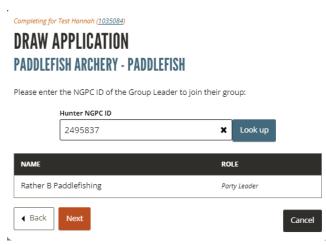
Select GROUP MEMBER from the Draw Application page. Select Next.



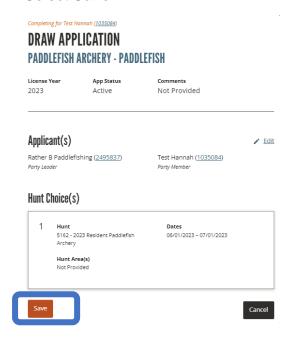
Enter the **GROUP LEADER'S NGPC ID #**. (You will obtain this number from your "buddy" / Group Leader.)



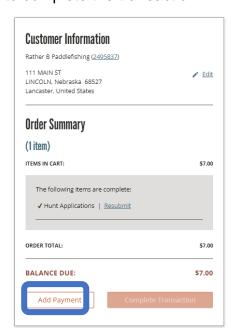
Select Look up. Select Next.



Select Save.



Select Add Payment to complete the transaction.



Multiple Individual applicants in one transaction using Friends and Family

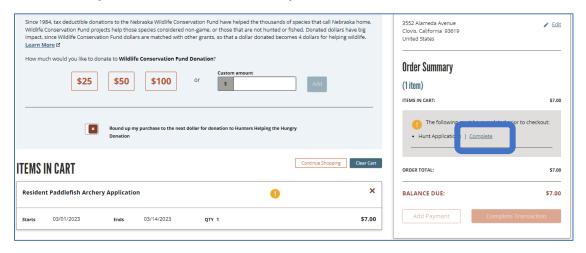
Follow steps 1 thru 4 for each applicant (on page 2).

Select **Purchase for** at the top of the catalog screen and select a name from your Friends and Family list.

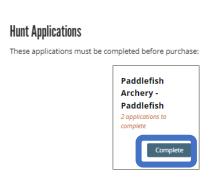
Select ADD to put their application to the cart. Repeat for each person who is applying.



Select Complete in the Order Summary Window



Select Complete





Select Submit Separately to apply as individuals.











Select Complete under an applicant's name.

Hunt Applications

These applications must be completed before purchase:







Select Individual.

Completing for Tax Testin (2495809)

DRAW APPLICATION

PADDLEFISH ARCHERY - PADDLEFISH

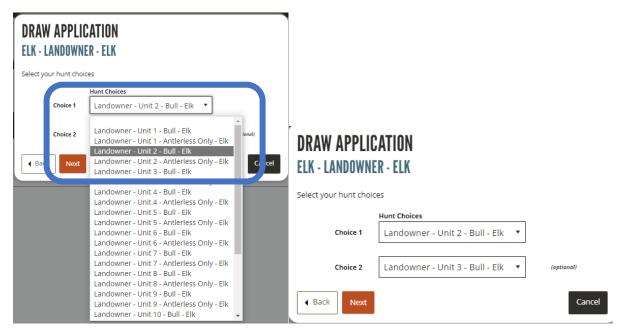




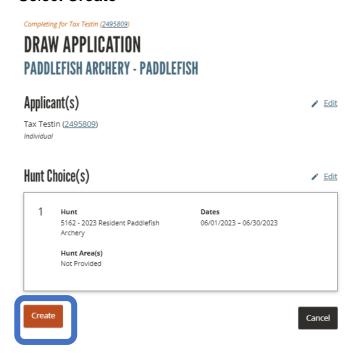




Select the Hunt Choice, select Next.



Select Create



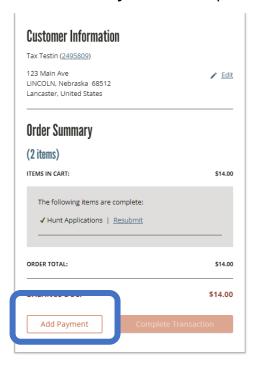
Repeat for each applicant



When all applicants have been completed, select Save.



Select Add Payment to complete the transaction.



Adding a Group Leader and Group Member in the same transaction using Friends and Family

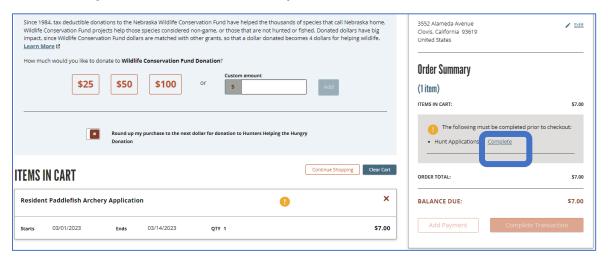
Follow steps 1 thru 4. (on page 2)

Select **Purchase for** at the top of the catalog screen and select a name from your Friends and Family list.

Select **ADD** to add their application to the cart.



Select Complete in the Order Summary Window



Cancel

Select Complete.

Hunt Applications These applications must be completed before purchase: Paddlefish Archery Paddlefish 2 applications to complete Complete

Select Submit as Group, select Next.

DRAW APPLICATION

PADDLEFISH ARCHERY - PADDLEFISH









Choose the Group Leader from the Customer list, select Next.

DRAW APPLICATION

PADDLEFISH ARCHERY - PADDLEFISH

Please choose which customer will be the Group Leader for this submission.



DRAW APPLICATION
PADDLEFISH ARCHERY - PADDLEFISH

Please choose which customer will be the Group Leader for this submission.

Customer Tax Testin

Choose the customers that will be included in this group as members:

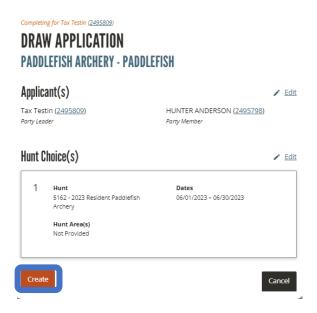
HUNTER ANDERSON

A Back Next Cancel

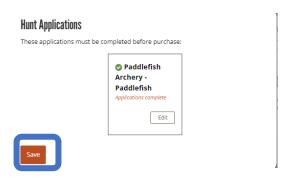
Select the **Hunt Choice** from the list. Select **Next**.

DRAW APPLICATION ELK - LANDOWNER - ELK Select your hunt choices Choice 1 Landowner - Unit 2 - Bull - Elk Choice 2 Landowner - Unit 3 - Bull - Elk A Back Next Cancel

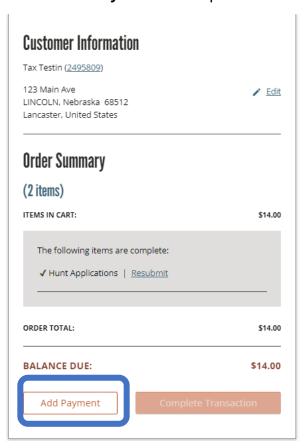
Select Create.



Select Save.



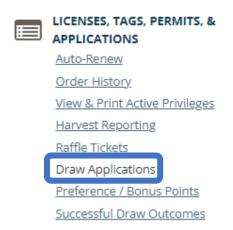
Select Add Payment to complete the transaction.



Making Changes to your application

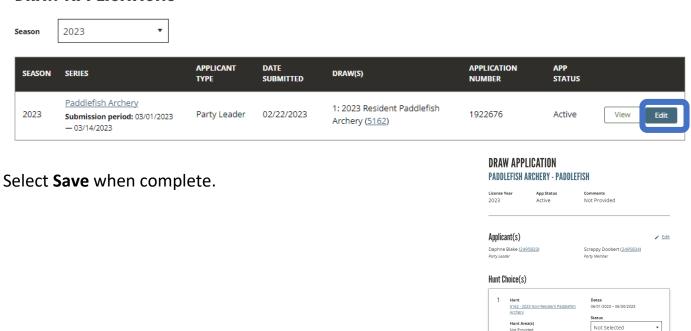
In the event you have selected an incorrect unit, decide to apply with a buddy, or have decided not to apply with a buddy, you can change your application choices up until the closing date of the application period.

On your **Customer Home** page, select **Draw Applications**.



Select **Edit** to change your unit choice(s) or your status to INDIVIDUAL, GROUP LEADER OR GROUP MEMBER.

DRAW APPLICATIONS



Purchase a Preference Point in lieu of entering the draw:

Look up or Log into your account at www.gooutdoorsne.com Verify your mailing and email address is correct.

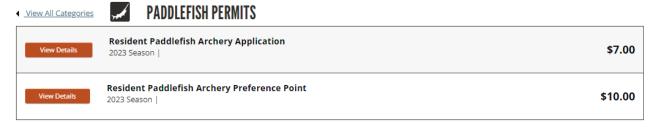
Select Purchase a License, Tag, or Permit



Type **Species name** in the search box



Select View Details next to Preference or Bonus Point



Select Add to Cart and complete transaction.

