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## Application and Affidavit for Recreational License

### **Background**

The Bureau of Child Support is providing this form to you to comply with state statutes pertaining to individuals who do not have a Social Security number and who are applying for a recreational license under Chapter 29 of the Wisconsin Statutes.

If an individual who applies for a license under your agency's respective license statute does not have a Social Security number, the individual, as a condition of obtaining that license, shall submit a statement made or subscribed under oath or affirmation to the board that the individual does not have a Social Security number. The form of the statement shall be prescribed by the Department of Children and Families. A license issued in reliance upon a false statement submitted is invalid.

### **Instructions to Applicant:**

Complete the affidavit in full, and sign it in the presence of a Notary Public. After being notarized, mail the application to the Madison address below and your request will be processed. A notice will be mailed back to you with your DNR Customer ID number so you can purchase a license. This number will appear on all licenses and you will need to present this number and your birth date for all future license purchases.

DNR Customer Service & Licensing  
PO Box 7924  
Madison, WI 53707-7924

You can also take the affidavit to any DNR Service Center or license agent to purchase your fishing and/or hunting license. The agent will contact the DNR, fax the application in, and request a DNR Customer ID Number for you. This may take several minutes and may require you to come back to the agent after they receive confirmation that a DNR Customer ID Number was made for you. The agent will collect the original affidavit from you and send it to the Wisconsin DNR.

### **Instructions to DNR License Agents:**

Accept this application from the customer who is claiming he or she does not have a Social Security Number. Call the DNR Call Center at 1-888-936-7463 and ask for a fax number to fax the application. The Customer Service Representative will review the faxed application, verify the notary signature, create a DNR Customer ID number, and call you back with that number. You will need this customer number to complete the sales transaction. After issuing the license, collect the original affidavit from the customer and return it to the DNR using a pre-paid VOID envelope.

### **Instructions to DNR Bureau of Customer Service:**

- All DNR staff should verify the application has been completed and notarized and provide the License agent with the customer number to issue the license.
- All DNR staff who receive any original application should mail them to the Madison address above.
- Madison staff :  
Please keep the original affidavit for your agency and mail or FAX a copy of the completed form to:

Department of Children and Families  
Bureau of Child Support  
Attn: License Coordinator  
P.O. Box 7935  
Madison, WI 53707-7935

Phone: (608) 266-9909  
Fax: (608) 267-2824

All completed forms must be maintained in a locked, confidential file.



State of Wisconsin  
Department of Children & Families

## Application and Affidavit for Recreational License

Please print your responses. Each signature on the affidavit must be signed in the presence of a notary public.

<b>Full Name of Applicant</b> (First)		(Middle)	(Last)	(Maiden)
<b>Address</b> Street		Apt	City	State Zip Code
<b>Mailing Address</b> (if different than above)				
<b>Gender</b> male/female	<b>Height</b> (feet)	(inches)	<b>Weight</b>	<b>Hair Color</b> <b>Eye Color</b>
<b>Date of Birth</b>	<b>County of Birth</b>	<b>State of Birth</b>		
<b>Phone Number</b> ( )	<b>Cell Phone Number</b> ( )	<b>Driver's License No.</b>		
<b>Applicant's Father's Full Name</b> (First)		(Middle)	(Last)	
<b>Applicant's Mother's Maiden Name</b> (First)		(Middle)	(Last)	

### Affidavit

I hereby attest that I do NOT have a Social Security number because:

- I have an approved IRS Form 4029 (exemption from paying Social Security taxes)
- I am a dependent of parent with approved IRS Form 4029
- Other (explanation required) \_\_\_\_\_

If at any time in the future I obtain a Social Security number, I will provide it to the Department of Natural Resources within 30 days of receipt.

**I understand that providing a false affidavit automatically makes this application invalid. Therefore, any and all licenses issued as a result will also be invalid, and I may be subject to penalties for false swearing under s. 946.32, Stats., and for hunting, fishing, or trapping without a valid license under ss. 29.971 and 29.974, Stats.**

_____ Applicant's signature	_____ Parent's signature (if applicant is a dependent)
Subscribed and affirmed to before me this ___ day of _____, ____	Subscribed and affirmed to before me this ___ day of _____, ____
_____ Notary public, State of Wisconsin	_____ Notary public, State of Wisconsin
My commission (is permanent)____ Expires_____	My commission (is permanent)____ Expires_____

The completed notarized form must be submitted to the DNR. You may visit your local service center location for instant issuance, or mail to: DNR Customer Service & Licensing, License Section, P.O. Box 7924, Madison, WI 53707-7924. Affidavits received by mail will be processed within five working days. After a DNR customer number is assigned, you may purchase your license at any DNR authorized sales agent location.

Information provided on this form (including any attachments) may be shared with others only for the purpose(s) of administration of the child support program and other related programs [Wis. Statutes, s. 49.83].  
DCF-F-2461-E (N. 07/2009)

<b>FOR DNR USE ONLY:</b>	Date Assigned: _____
DNR Customer Number _____	Date Form Faxed to DNR: _____
Date Forwarded to DCF: _____	