



GENERAL INFORMATION

Web Access Management System (WAMS): For logon ID and password questions contact the WAMS Internet site at <https://on.wisconsin.gov/>

eMV Fleet Team: For questions related to the sign-on process, user roles, or the completion of electronic registration renewal applications, contact the DMV at DOTeMVFleet@dot.wi.gov.

eMV Fleet Home Page: For general information about eMV Fleet including the sign-up process and frequently asked questions, visit the eMV Fleet Home Page at <http://www.dot.wisconsin.gov/business/dealers/fleet/index.htm>

INITIAL SETUP

Signing up for eMV Fleet

Interested parties must register for a Web Access Management System (WAMS) account at the [State of Wisconsin self-registration site](#).

Set up a user ID for each person who will need access. Please note that obtaining a user ID is a two-step process and you must complete BOTH steps within 4 days of requesting the account or you will need to begin the self-registration process over again.

Once you have been verified with a WAMS account, complete the eMV Fleet application: <http://wisconsindot.gov/Documents/dmv/shared/fleet.pdf>

For questions regarding the sign-on process or user roles please e-mail your questions to DOTeMVFleet@dot.wi.gov

Internet Address for eMV Fleet Agent

Access the eMV Fleet Agent processing site at <https://emvpartner.wi.gov/>

Bank Account Information

Upon accessing the eMV Fleet application, your electronic fund transfer information must be entered by performing the steps here: emvpartner.wi.gov/Financial

Adobe Reader:

-  You will need the Adobe Reader (provided free of charge) to view PDF files. For more information about getting your free copy of the Adobe Reader, visit WisDOT's Software information page at: <http://wisconsindot.gov/Pages/global-footer/software.aspx>

GETTING STARTED

Department of Transportation
eMV PARTNER

PARTNER stands for Processing Applications Renewals and Titles with New Electronic Resources. eMV PARTNER offers an all-electronic sign-up process that will also notify you as your application moves through the approval process.

Sign In

WAMS ID [\(No WAMS ID? Register\)](#) Required

WAMS ID

Password [\(Forgot your Password?\)](#) Required

Password

SIGN IN

Getting Started: Enter your WAMS user ID and password.

PRIVACY DISCLAIMER

Select the organization on whose behalf your processing for out of the dropdown.

Select Accept to continue onto the eMV Fleet Application

Welcome to Wisconsin eMV X

Select an organization on whose behalf you are processing Required

Select...

Attention

This system is for authorized users only and system access is monitored. Access to and use of information from this system is exclusively limited to work defined in the contract with DMV.

Personal inquiries for one's self, friends, family, coworkers, etc., or for marketing purposes are prohibited.

Inappropriate use of DMV information obtained from this system may result in civil penalties and/or criminal prosecution as noted in the Federal Drivers Privacy Protection Act and applicable state and federal laws. By using this system you expressly consent to understanding your responsibility to protect the confidentiality of all personal information obtained through this system.

Cancel Accept

The eMV Fleet processing system will time out after 15 minutes of non activity.

Dashboard

Dashboard

Fleet Management

- [Fleet Management](#)
- [Fleet Renewal](#)
- [Fleet Vehicle Search](#)

User Management

- [Manage Users](#)
- [Lookup Certification](#)
- [View Application](#)
- [Test Certification](#) ⓘ
- [My Applications](#) ⓘ
- [Update Primary Contact](#)
- [Review Bond/ILOC](#)
- [Request Vendor Switch](#)

Reports

- [Fleet Transaction](#)

Financial Management

- [Financial Setup](#)
- [Financial Summary Report](#)
- [Financial Detail Report](#)

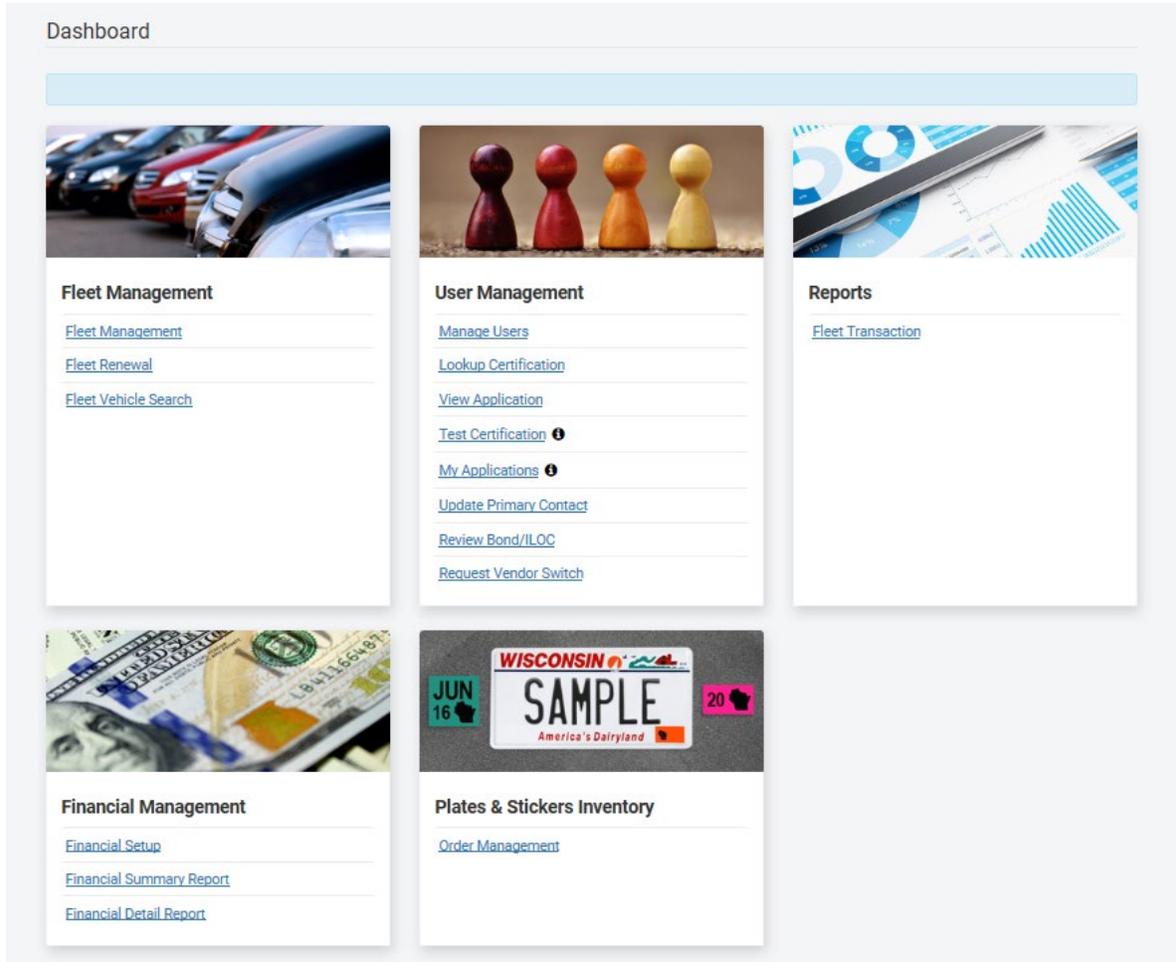
Plates & Stickers Inventory

- [Order Management](#)

Once you get logged in your automatically routed to the dashboard. This will look different for everyone based on which roles your organization administrator has assigned you.

Dashboard Menu

Dashboard



The dashboard menu is organized into five main sections, each with a representative image and a list of sub-links:

- Fleet Management** (Image: A row of cars) includes links for [Fleet Management](#), [Fleet Renewal](#), and [Fleet Vehicle Search](#).
- User Management** (Image: Four colorful pushpins) includes links for [Manage Users](#), [Lookup Certification](#), [View Application](#), [Test Certification](#) (with an information icon), [My Applications](#) (with an information icon), [Update Primary Contact](#), [Review Bond/ILOC](#), and [Request Vendor Switch](#).
- Reports** (Image: A laptop with charts) includes a link for [Fleet Transaction](#).
- Financial Management** (Image: Stacks of money) includes links for [Financial Setup](#), [Financial Summary Report](#), and [Financial Detail Report](#).
- Plates & Stickers Inventory** (Image: A Wisconsin license plate) includes a link for [Order Management](#).

Menu Options

- 1. Fleet Management:** Here you can manage fleets, create fleets, renew fleets, search all vehicles within a fleet, as well as reset transactions, and reprint certificate(s) of Registration.
 - a. Transactions cannot be reset after 8pm the day the transaction was completed.
 - b. Reprinting Certificate(s) of Registration is only available for 14 days after initial renewal.
- 2. User Management:** Based on the roles assigned to you by the organization administrator this dashboard item will look different.
 - a. Manage Users: add or remove users by WAMS ID
 - b. Lookup Certification: this option does not apply to fleet only users
 - c. View application: view any user application you have submitted
 - d. Test Certification: this option does not apply to fleet only users
 - e. My Applications: create a new application or view the status of an existing application

- f. Update Primary Contact information for the fleet organization
- g. Review Bond/ILOC: this option does not apply to fleet only users
- h. Request Vendor Switch: this option does not apply to fleet only users

3. Reports:

- a. Fleet Transaction Report
 - Allows user to select a date range and see which vehicles within a fleet have been renewed

4. Financial Management:

- a. Financial Setup: Add and modify banking information
- b. Financial Reports

5. Plates & Stickers Inventory:

- a. Allows fleet user to order stickers and view order history
- b. **IMPORTANT:** As a fleet only user you can only order and keep a sticker inventory. You cannot order license plates and keep them in your inventory.