

# COUNTY AND DISTRICT FAIR REGULATIONS

Issued by the Department of Agriculture

Trade & Consumer Protection

## SUBCHAPTER 1

### GENERAL REQUIREMENTS AND DEFINITIONS

#### ATCP 160.01 DEFINITIONS.

As used in this chapter:

- (1) "Class" means a grouping in which exhibits may be entered, including an animal breed or age group for animal exhibits; a type of produce, crop or food; or a specific age, age group or educational grade level of exhibitor.
- (2) "Department" as it relates to the organizational structure of a fair, means an animal species, production group, or other principle classification of exhibits. As used in any other context, "department" means the state of Wisconsin Department of Agriculture, Trade and Consumer Protection.
- (3) "Division" means one of three exhibitor group classifications for a fair and is limited to junior division, open division, and senior citizen division.
- (4) "Lot" or "Lot Number" means the numerical designation assigned by a local fair for a specific category of exhibits within a class.
- (5) "Premium" means a monetary prize that a county or district fair awards to an exhibitor after judging all competing exhibits in the class to which the premium pertains.

#### ATCP 160.02 PREMIUM REQUIREMENTS.

##### (1) GENERAL.

- (a) The state aid authorized by s. 93.23 (1), Stats., may be paid only on net premiums, which consist of total premiums paid less total entry fees received. The department may withhold state premium aid from any fair which does not enforce the animal health provisions required under ch. ATCP 10 for all classes of livestock exhibited at the fair. State aid will be paid only on premiums actually paid by bank check or draft.
- (b) No deductions may be made from premium money won by an exhibitor. Premiums may, however, be withheld where exhibition rules established by the fair association are violated. A written statement of violation shall be submitted to the department to justify action taken by a local fair.
- (c) Premiums offered shall be definite in amount. No decrease or increase in published premiums may be made because of the financial condition or the organization or for any other reason.
- (d) State aid may be paid on no more than two premiums awarded an exhibitor under one premium or lot number in open division individual livestock classes, except poultry and rabbits, and no more than one premium in all other classes, including poultry and rabbits.
- (e) No county or district fair may receive state aid for a premium awarded to any exhibitor in the open division if that exhibitor entered the same exhibit in the junior division at the same county or district fair. This paragraph does not apply if the exhibit was entered in the junior division only as part of a herd group, carcass class or performance class.
- (f) No state aid will be paid on the cost of ribbons, cups, trophy prizes or entertainment contests.

##### (2) PREMIUM LISTS.

- (a) Premiums for which state aid is requested by county and district fairs shall conform with the uniform premium list and other requirements set forth in these rules. Fairs requesting state aid for net premiums shall submit to the department printed copy of the premium list used at the fair, as required under s. ATCP 160.92 (3)(c).
- (b) The officers of each fair shall mail a copy of the premium list to other associations, societies, or boards conducting a fair in Wisconsin upon request.
- (c) Sections ATCP 160.01 through ATCP 160.07 and ATCP 160.91 shall be published in premium books used by a fair for which state aid is requested.

##### (3) ENTRY FEES.

- (a) A county or district fair may charge an exhibitor an entry fee. The entry fee may not exceed 10% of the sum of all premiums offered to exhibitors in the same class for which the entry fee is charged. In lieu of an entry fee, a county or district fair may charge stall rents for horses, cattle, sheep, goats, swine, poultry, rabbits or pets. Stall rents shall not exceed \$1.50 per single stall or animal or \$3.00 per box stall for horses; \$1.00 per single stall or animal or \$2.00 per box stall for cattle; or \$.50 per animal or \$2.00 per pen for swine, goats or sheep. A standard pen for swine, goats or sheep is approximately 64 square feet. Cage rents may not exceed \$.50 per head for poultry, rabbit or pet exhibits.
- (b) Exhibitors in educational and school departments shall not be required to purchase an exhibitor's ticket. Any other exhibitor may be required, if no entry fee is charged, to purchase an exhibitor's season ticket at a price not to exceed that charged for a non-exhibitor's season ticket.

(4) SPLIT FAIR DATES.

- (a) For purposes of this subsection, "split fair dates" occur when a fair organization judges exhibits or contest and pays premiums at more than one time or at more than one location during the calendar year.
- (b) Except as provided under par. (c), the department may not pay state aid for a fair having split dates unless the department gives advance written approval for a split fair. The department may approve split fair dates only if the fair organization justifies the split dates based on extreme hardship. If the department approves the split dates, all blue ribbon winners shall repeat their demonstrations or exhibits at the regular fair dates unless the department grants a hardship exemption. An exhibitor may use audio-visual media, still photography or an educational display to repeat a demonstration or exhibit.
- (c) The department may pay state aid for the following exhibits or contest in a fair having split dates, regardless of whether the department approves those split dates in advance:
  - Clothing revue.
  - Demonstrations.
  - Favorite foods revue.
  - Dogs.
  - Small animals.
  - Rocketry.
  - Shooting sports.

**ATCP 160.03 EXHIBITION REQUIREMENTS.**

A county or district fair shall meet all of the exhibition requirements of this section to be eligible for state premium aid.

No fair society or other organization sponsoring a county or district fair shall require an exhibitor to become a member of the organization in order to enter an exhibit at the fair, nor shall the sponsoring organization make any deduction from an exhibitor's premium as a donation to the fair society, or require an exhibitor in any other way to make a donation to the society.

- (2) State aid may not be approved for out-of-state exhibits or for separate classes of local and non-local exhibitors. Aid may not be approved for payment of premiums to an exhibitor having an out-of-state address but claiming Wisconsin residency unless the fair secretary provides the department with an affidavit that the exhibitor's residence is geographically located within the state.
- (3) State aid may be paid only on articles or animals actually on display in an exhibit building or actually shown in the show ring on regular fair dates unless approval for split fair dates is obtained under s. ATCP 160.02(4). State aid may not be paid on Dairy Herd Improvement Association records, transportation aid, production contests or special educational exhibits unless prior approval is obtained under s. ATCP 160.04(8).
- (4) State aid may not be paid on exhibits removed from the fairgrounds before 4 p.m. of the last day of the fair or such other later time as may be specified by the fair, without prior approval of the department. Authority for earlier removal may be granted by the department in case of meat animal sales or other special classes, if requested before the beginning of the fair. In other hardship cases, approval may be granted by the local fair. Exhibits in dog obedience and small animal pet classes may be judged during the regular fair but are not required to remain present during the entire fair. The local fair may prescribe the length of time junior fair exhibitors of horses shall keep their animals on the grounds.

**ATCP 160.04 JUNIOR FAIR DIVISION; GENERAL REQUIREMENTS.**

- (1) Eligibility. In the junior fair division, the department may pay state aid on prizes offered to exhibitors who are under 20 years of age on January 1 of the current fair year. A county or**

district fair board may establish subgroups within a fair entry class based on the exhibitor's grade level in school. The department may not pay state aid on prizes for club parades, club floats, song contest, or a project which is not an exhibit or demonstration at the fair.

- (2) All exhibitors in the junior fair division shall be members of 4-H, FFA, FHA-HERO, Scouting programs, breed groups, or any other recognized youth organization under adult leadership and with an education program approved by the local fair.
- (3) Exhibits in the junior fair shall be a result of the exhibitor's own labor and may include a study, merit, or other special project, a skill area or a supervised occupational experience in which the exhibitor is regularly enrolled.
- (4) State aid may be used for the payment of no more than one premium awarded an exhibitor under any one premium or lot number in the junior fair division, except when awarded as part of a group in livestock exhibits or in showmanship.
- (5) Premiums in the educational department shall be paid directly to the exhibitor who made the exhibit and not to the school or teacher, except for group premiums offered to inter-school competitive classes. No aid may be paid on education department premiums unless a complete list of exhibitors and a complete set of judges' sheets for the education department, similar to those required in other departments, is filed with the department. All educational exhibits shall be displayed at the fair regardless of whether they are judged prior to or at the fair.
- (6) If 16 or more animals, items or articles are entered in any junior fair class, the class may be divided into 2 or more approximately equal groups according to weight, age or other identifying characteristic and each group judged as a class.
- (7) Special educational exhibits may be established if the proposal is presented to the Wisconsin Association of Fairs before October 1 of the year preceding its proposed establishment and the exhibit is approved by the department.
- (8) Within any junior fair department under subch. IV, a county or district fair may establish special classes where none are specified under subch. IV. Special classes may include classes for grade and crossbred females in the beef, swine, sheep and horse departments. Premiums for special classes created under this subsection shall be equal to premiums for comparable classes established in the same department under subch. IV.

**ATCP 160.05 OPEN DIVISION; GENERAL REQUIREMENTS.**

- (1) The total maximum premiums set forth for all places in any open division livestock class, excluding poultry and rabbits, may be divided into premiums for a greater number of places, but the maximum premium offered for any additional place shall not be higher than the maximum for last place in the class.
- (2) State aid for premiums awarded for horses in open division classes shall be limited to horses, which are owned by the exhibitor.
- (3) All animals in any open division class shall be owned by the exhibitor, except as provided in s. ATCP 160.09.

**ATCP 160.06 SENIOR CITIZENS DIVISION; GENERAL REQUIREMENTS.**

- (1) The age of exhibitors in the senior citizens division is limited to persons 62 years of age or over.
- (2) Exhibitors in the senior citizens division may not enter identical items or articles in both the senior citizens division in the corresponding classes of regular open division.

**ATCP 160.07 CLASSES; GENERAL REQUIREMENTS.**

- (1) Classes may be combined if the number of entries in several singles classes is insufficient. If any classes are combined, state aid shall be limited to the maximum total premiums listed for a single class of animals, items or articles in that department.
- (2a) Except as provided under par. (b), no county or district fair may receive state aid for premiums awarded for sexually intact male dairy cattle, beef cattle, sheep, goats, swine or horses unless those animals are registered purebreds. Registered purebred status shall be documented by a certificate of registry from the appropriate breed association or society, or by a copy of the application for registration.
- (2b) Paragraph (a) does not apply to dairy cattle exhibited at a county or district fair if a national breed association certifies that those dairy cattle are recorded in that breed association's qualified herd book which records that genealogy of that breed.
- (3) Any animal entered as part of a group class may also be exhibited in a class for individual animals.
- (4) Boars may not be entered as an exhibit in the swine department unless their tusks have been removed.

## **ATCP 160.08 CLASS DEFINITION; INDIVIDUAL CLASSES.**

### **(1) Dairy Cattle.**

A spring calf is one born on or after March 1 of the exhibit year.

A winter calf is one whose date of birth is between December 1 of the year preceding the exhibit year and February 28 or 29 of the exhibit year.

A fall calf is one whose date of birth is between September 1 and November 30 of the year preceding the exhibit year.

A summer yearling is one whose date of birth is between June 1 and August 31 of the year preceding the exhibit year.

A spring yearling is one whose date of birth is between March 1 and May 31 of the year preceding the exhibit year.

A winter yearling is one whose date of birth is between December 1 of the second year preceding the exhibit year and February 28 or 29 of the year preceding the exhibit year.

A fall yearling is one whose date of birth is between September 1 and November 30 of the second year preceding the exhibit year.

A 2 year-old is one born between September 1 of the third year preceding the exhibit year and August 31 of the second year preceding the exhibit year. A 2-year-old includes a yearling that has freshened.

A 3 year-old is one whose date of birth is between September 1 of the fourth year preceding the exhibit year and August 31 of the third year preceding the exhibit year.

A 4 year-old is one whose date of birth is between September 1 of the fifth year preceding the exhibit year and August 31 of the fourth year preceding the exhibit year.

### **(2) Beef Cattle.**

A junior calf is one born on or after January 1 of the exhibit year. The calf shall be at least 4 months old at the time of the exhibit.

A senior calf is one whose date of birth is between September 1 and December 31 of the year preceding the exhibit year.

A summer yearling is one whose date of birth is between May 1 and August 31 of the year preceding the exhibit year.

A junior yearling is one whose date of birth is between January 1 and April 30 of the year preceding the exhibit year.

A senior yearling is one whose date of birth is between September 1 and December 31 of the second year preceding the exhibit year.

A 2 year-old or older cow is one born before September 1 of the second year preceding the exhibit year and which has calved during the past year.

### **(3) Steers.**

A senior calf is one whose date of birth is between September 1 and December 31 of the year preceding the exhibit year.

A summer yearling is one whose date of birth is between May 1 and August 31 of the year preceding the exhibit year, and which has all milk teeth in place.

A junior yearling is one whose date of birth is between January 1 and April 30 of the year preceding the exhibit year, and which has all milk teeth solidly in place and shows no nicking at the gums.

### **(4) Swine.**

A junior yearling boar or sow is one born between January 1 and June 30 of the year preceding the exhibit year.

A senior boar or sow is one whose date of birth is between July 1 and December 31 of the year preceding the exhibit year.

A senior spring boar or sow pig is one whose date of birth is between January 1 and February 28 or 29 of the exhibit year. A local fair board may subdivide this entry class into January-born and February-born sows or boars.

A junior spring boar or sow pig is one born during the month of March of the exhibit year.

### **(5) Sheep.**

A spring lamb is one born on or after February 16 of the exhibit year.

A fall lamb is one born between September 1 and December 31 of the year preceding the exhibit year.

A winter lamb is one born between January 1 and February 15 of the exhibit year.

A yearling ram or ewe is one born outside the date of birth limitations in par. (a) through (c). The age of yearling may be subject to verification by a veterinarian's examination whose findings shall be final.

A market lamb in one born after January 1 of the exhibit year.

(6) Goats.

Goats may be entered in one of the following individual classes. The age of the animal for determining the appropriate class shall be computed from the opening day of the fair. Male goats and goats with full natural horns may not be entered unless full natural horns are a standard for a specific breed. Does which have freshened shall be shown in the appropriate class under par. (e) to (h).

Junior doe kid; under 4 months of age.

Senior doe kid; at least 4 months but under 7 months of age.

Junior yearling doe; at least 7 months but under 12 months of age.

Senior yearling doe; at least 12 months but under 24 months of age and the doe is not in milk.

Yearling milkers; under 2 years of age and in milk.

Junior milkers; at least 2 years but under 3 years of age.

Mature milkers; at least 3 years but under 5 years of age.

Aged milkers; 5 years of age and older.

**ATCP 160.09 CLASS DEFINITIONS; GROUP CLASSES.**

(1) Dairy and Beef Cattle.

A dairy junior get of sire shall consist of 3 animals which are the offspring of the same bull. All of these animals shall be under 2 years of age, and not more than one may be a bull. A beef junior get of sire shall consist of 3 animals which are the offspring of the same bull and are animals in the junior calf, senior calf, and/or the summer yearling, bull and heifer classes, with both sexes to be represented.

A dairy and beef senior get of sire shall consist of 3 animals, which are the offspring of one sire. All of these animals shall be 2 years of age or over. In either a dairy or beef breed get of sire, the name of the sire shall be designated by the exhibitor. The animals need not be owned by a single exhibitor.

A produce of dam shall consist of 2 animals of any age or sex which are the produce of one cow.

A group of 3 best female cattle shall consist of 3 animals of any age which were bred and are owned by the exhibitor.

(2) Swine.

A pen of 3 feeder pigs shall consist of swine of either sex each weighing between 40 and 60 pounds.

Any male pigs included in the pen shall be castrated and healed.

(3) Sheep.

A get of sire shall consist of 4 lambs or yearlings, or both, of either sex, from one sire, which were bred and are owned by the exhibitor.

An exhibitor's flock shall consist of one yearling or ram lamb, 2 yearling ewes and 2 ewe lambs which are owned by the exhibitor.

A junior division pair of lambs may include a spring or fall ram and spring or fall ewe lamb owned by the exhibitor.

A junior division flock shall be comprised of 3 sheep consisting of a yearling or lamb ram, an ewe lamb, and a yearling ewe, all of which are owned by the exhibitor.

(4) Goats.

An exhibitor's herd shall consist of one doe under one year of age, one yearling doe and one doe 2 years old or older, all of which are owned by the exhibitor.

A senior get of sire shall consist of 3 does which are the get of one sire, with at least one in milk. The animals need not be owned by the same exhibitor, but all shall be in the senior age group.

A junior get of sire shall consist of 3 does under 2 years of age which have never freshened and are the get of one sire. The animals need not be owned by the same exhibitor.

A produce of dam shall consist of 2 does of any age which are the produce of one doe. Both animals shall be owned by the same exhibitor.

A dam and daughter shall consist of one doe of any age and its dam. The animals need not be owned by the same exhibitor.

**ATCP 160.91 JUDGING REGULATIONS**

- (1) Judging shall be done at county and district fairs by individuals who are registered with the department and who have knowledge, training or experience in the specific class or classes to be judged as determined by the department. Judging shall be done in accordance with the requirements of s. ATCP 160.92 (3)(a). In no case shall any person who is an officer or director of a fair be eligible to judge

exhibits at such fair; nor shall any person interested directly or indirectly in exhibits shown in any department of a fair be eligible to judge articles or animals in that department.

- (2) Each judge at a county or district fair shall be provided with a copy of the fair's premium book or list of entry classes at least 7 days prior to the opening date of the fair.
- (3) No animal or article, irrespective of the number of entries in the class in which it is entered, shall be awarded a higher rating than its merit would entitle it to in comparison to the standard of perfection in the class.
- (4) (a) No state aid will be paid on premiums awarded under the Danish system in any classes except in the junior and educational departments.  
( b) When classes in the junior and educational departments are judged according to the Danish system, 4 group placings shall be awarded in any class. When there are less than 8 exhibitors in the class, there shall not be more than 2 in the first group, not more than 4 in the first 2 groups and not more than 6 in the first 3 groups. If there are 8 or more entries in the class, there shall not be more than 25 % in the first group, not more than 50% in the first 2 groups, and not more than 75% in the first 3 groups.  
(c) The number of awards in the last group placing may be increased to the extent necessary to give awards to all exhibitors.
- (5) If any class of exhibits at a county or district fair is judged according to the regular system, the judges for that class may give only one first-place, one second-place, one third-place and one fourth-place award in that class.

#### **ATCP 160.92 ACCOUNTING REQUIREMENTS**

- (1) All receipts from any source whatsoever shall be deposited in a bank, and all accounts without exceptions shall be paid by check or draft. All records, papers, stubs, checks, vouchers or other orders relating to fair transactions shall be preserved for a 6-year period subsequent to the year in which they were made or issued.
- (2) Premiums shall be actually paid or bona fide notice of premium awards sent to all premium winners before a claim for state aid may be considered.
- (3) Claims for state aid shall be filed with the department within 30 days after the close of the fair, and shall include:
  - (a) Judging sheets completed according to instructions contained thereon. All entries shall be in typewritten form with the exception of entries in the winning entry column, which may be made with a ballpoint pen or indelible pencil. The total premium awarded on each judging sheet shall be shown at the bottom of each sheet. State aid shall not be paid on judging sheets, which are not signed by the judge or accompanied by an affidavit of the judge listing the department and classes judged. A separate affidavit shall be required for each department.
  - (b) Index of exhibitors and their addresses, with amounts paid in premiums opposite each name. The total of each index sheet shall be shown on the bottom of the sheet, and the total of the index shall correspond with the total of premiums awarded as shown by judging sheets.
  - (c) One premium book.
- (4) One copy of the annual financial report shall reach the office of the department before the end of the calendar year in which the fair is held. State aid received for the current year shall be included as a receipt in such statement.
- (5) Before submitting its financial report, every fair association, society or board shall have its accounts audited by either a certified public accountant, a county auditor, or an auditing committee. If audited by an auditing committee, at least one of the committee members shall be familiar with the records and procedures. The society or board shall submit to the department at the time the financial report is submitted, a statement of the type of audit conducted including the date and names of those making the audit, or a copy of the audit report.
- (6) A copy of a financial report as published in a newspaper of general circulation in the county in which the fair was held shall be submitted to the department prior to December 31<sup>st</sup> of the year in which the fair was held. The financial statement shall include all receipts, disbursements, accounts receivable, and accounts payable in connection with the operation of the fair, and shall show the financial condition of the fair organization before and after the fair.

#### **ATCP 160.93 AUTHORITY**

This chapter is adopted under authority of s.93.23(1), Stats.