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| DATCPlogo_1in_g | Wisconsin Department of Agriculture, Trade and Consumer Protection*Division of Animal Health*, Phone (608) 590-8519 Fax (608) 224-4871 | LICENSE NUMBER |

Instructions for Animal Dealer, Animal Trucker,
Animal Market and Animal Transport Vehicle Applications

Legal Name: Enter the name of the business entity. If you are doing business as a sole proprietor or a married couple, enter the name(s) of the individual(s) as the business name. If you have formally formed the business into a partnership, corporation, limited liability company (LLC), limited liability partnership (LLP), trust, cooperative or other legally constituted entity and have registered with the Department of Financial Institutions, if required, enter the complete name of that entity and the business mailing address. General partnerships must submit proof of formation.

DBA, Trade Names, Etc. If you, as an individual or even as a corporation or LLC, sometimes or generally conduct your business under a name which you have not formally constituted as a separate legal entity, then you are considered to be "doing business as," or "using a trade name of." Please enter all such designations that you use for the business which is being licensed, not names you are using for other businesses.

Legal Entity Type: On the application, indicate the entity type and the state in which it was formed. If your legal entity is a general partnership or trust, you must submit proof of its existence. (Call us to learn what proof to submit.) If you are requesting a class A market license for a premise that was not licensed during the preceding year, an inspection of the site will be required before you receive your license. If you are requesting a trucker or dealer license for the first time, we will meet with you to discuss program requirements shortly after you receive your license.

Business Location: We must have the location information for the address at which you transact the business for which we are licensing you. You may list more than one location for conducting business under a dealer or trucker license, such as several markets where you are a dealer or several places where you keep trucks. You may **NOT** list more than one location for conducting business under a market license. Each market location requires a separate application. Be sure to include contact names and phone numbers.

Premises Code: If you keep livestock on your property (even for short periods of time) related to your animal dealer, animal trucker or animal market business, a premises code is required. (ALL markets must have a premises code.) If you currently have a premises code for the same address because of livestock you own that you keep at that address, you may use that premises code. You must renew any premises code applicable to your business location every 3 years. For premises code information, visit the Wisconsin Livestock Identification Consortium (WLIC) website: [http://www.wiid.org](http://www.wiid.org/) or call 888-808-1910.

Employees/Agents: Contractors or agents (non-employees) that do not work solely for you as a dealer or trucker must be individually licensed and cannot operate under your license. Employees who work only for you as a dealer or trucker are allowed to operate under your dealer or trucker license. Please enter employee names.

Animal Transport Vehicles: All animal truckers and any animal market operator or dealer that operates an animal transport vehicle as part of the market or dealer business must register the business’ vehicle(s). We only register the vehicles that actually carry animals, not the vehicles that do not carry animals. For example: You have a pickup that pulls a trailer. The trailer carries the animals and the pickup does not carry any animals. You must register the trailer but not the pickup. If the pickup itself carries animals occasionally, you must register the pickup also.

Fees/Payment: In addition to your license fee, a $100 license surcharge applies if you operated this business in the past 365 days without a license. We may also charge license fees for any past license year in which you operated without a license. Add $20 for each vehicle you are registering under this license. The $100 vehicle surcharge applies if you operated any vehicle in the last 365 days without registering it. You may also be charged now for the vehicle registration fees for any past license year in which you operated the vehicle without registering it. We will hold your license until all charges are paid. Late fees do not apply to new licenses. Late fees will be applied to any renewal applications filed after a license has expired.

Authorized Signatures: The application must be signed by an authorized person(s). An authorized person is a sole proprietor (or both spouses if both listed) or a person whose name appears as an officer, partner, trustee, manager or member (if authorized by the entity's incorporation/organization documents or bylaws). Also enter the title of the person who has signed the application, and enter the date signed.

**Renewals Only**

* If you are CHANGING the Legal Entity Type on this renewal, this may result in a new license number being issued to you. We will verify.
* If you are ONLY CHANGING the Name of the Legal Entity, we will verify that change. A new license/license number may not be required.
* If you are CHANGING the Business Location Address of an Animal Market, a new license is required. An inspection may be required.

Mail your application and payment to:
WDATCP
Division of Animal Health
PO Box Lockbox 93598
Milwaukee WI 53293-0598

To maintain confidentiality, mail your
Social Security Number Request Form to:

WDATCP
Division of Animal Health
Program & Policy Supervisor
PO Box 8911
Madison WI 53708-8911

In addition to obtaining your license from WDATCP, you may need to contact the following agencies for information about operating authority for your vehicle(s).

Department of Transportation
Motor Carrier Service Section
4802 Sheboygan Ave., Rm. 151
Madison WI 53702
Ph: 608-266-1356

Packers and Stockyards
210 Walnut St., Suite 317
Des Moines IA 50309
Ph: 515-323-2579
Fax: 515-323-2590

If you have any questions, contact the licensing associate at ***(608) 590-8519***.

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| DAH-BADC-011,docx (rev.01//23) | LICENSE NUMBER |
| DATCPlogo_1in_g | **ANIMAL DEALER AND ANIMAL TRANSPORTVEHICLE REGISTRATION APPLICATION**For the Period Ending June 30, 2024s. 95.69, Wis. Stats., ss. ATCP 12.03 and 12.045, Wis. Adm. Code |  |

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| LEGAL NAME       |
| DBA, TRADE NAMES, OTHER NAMES USED TO CARRY OUT THIS BUSINESS (List all)      |

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| LEGAL ENTITY TYPE |
| [ ]  Individual\*[ ]  Married couple\* |  | [ ]  General partnership | [ ]  Cooperative | [ ]  Corporation | [ ]  LLC | [ ]  Trust |
| [ ]  Other |       | STATE BUSINESS IS FORMED IN |    |

|  |  |  |
| --- | --- | --- |
| INDICATE IF YOU HOLD ANY OF THE FOLLOWING LICENSES UNDER THE SAME LEGAL NAME: | [ ]  Animal Trucker | [ ]  Animal Market |

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| --- | --- | --- | --- |
| PRIMARY PHONE (   )     -      | WORK PHONE (   )     -      | MOBILE PHONE (   )     -      | FAX(   )     -      |
| E-MAIL      |

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| BUSINESS LOCATION ADDRESS(ES) |
| STREET      | CITY      | STATE   | ZIP      |
| FIRE #      | LIVESTOCK PREMISES CODE      | COUNTY      |

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| --- | --- | --- | --- |
| STREET      | CITY      | STATE   | ZIP      |
| FIRE #      | LIVESTOCK PREMISES CODE      | COUNTY      |

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| STREET      | CITY      | STATE   | ZIP      |
| FIRE #      | LIVESTOCK PREMISES CODE      | COUNTY      |

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| MAILING ADDRESS |
| STREET      | CITY      | STATE   | ZIP      |
| CONTACT NAME (if other than applicant)      | CONTACT E-MAIL      |
| CONTACT PRIMARY PHONE (   )     -      | CONTACT WORK PHONE (   )     -      | CONTACT MOBILE PHONE (   )     -      |

\*If you are applying for a registration for the first time as an individual or married couple, you (both) must provide your social security number(s). Please provide your social security number on the attached Social Security Request Form and submit it to DATCP at the separate and different address printed on page 1.

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| AH-AD-100N.doc (rev. 01/23) | LICENSE NUMBER |
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| NAME(S) OF EMPLOYEES OPERATING UNDER YOUR LICENSE: |
| NAME       | NAME       |
| NAME       | NAME       |
| NAME       | NAME       |

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| NAME(S) OF OFFICERS, PARTNERS, MANAGER/MEMBERS OR TRUSTEES |
| NAME  | TITLE  | WORK PHONE  | E-MAIL |
|       |       | (   )     -      |       |
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| Handler Of Downer Animals? | [ ]  Yes | [ ]  No |

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| FEES: (May be applied by the department as appropriate. You may be billed for additional fees.) |
| $       | $220 Animal Dealer License (nonrefundable) |
| $       | $44 Animal Dealer License Late Fee *(if renewal application is returned after June 30)* |
| $       | $100 Animal Dealer License Surcharge, if applicable(For operating as an Animal Dealer without a license within 365 days prior to submitting a license application. The department may deny this license if it determines you have been operating without a license and have not paid these additional fees. Payment of these fees does not relieve you of civilor criminal liability for the violation.) |
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|  |
| $       | ($20 per Vehicle) Animal Transport Vehicle Registration Fee (Sticker)Complete the transport vehicle information on the back of this page.($5 per Vehicle) Animal Transport Vehicle Registration Late Fee *(if renewal application is returned after June 30)* |
| $       |
|  |  |
| $       | $100 Animal Transport Vehicle Surcharge, if applicable(For operating an Animal Transport Vehicle within the last 365 days without registration stickers)  |
|  |
| $       | Total All Fees |
| Enclose check or money order made payable to:WDATCP or Wisconsin Department of Agriculture, Trade and Consumer Protection |

I certify that all information on this application and any attached sheets is true, accurate and complete. I certify by my signature that I am familiar with Wisconsin Administrative Codes and Wisconsin Statutes applicable to Animal Dealers and Animal Transport Vehicles within Wisconsin.

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|   |   |
| SIGNATURE OF AUTHORIZED PERSON | DATE |
|   |   |
| PRINT NAME OF PERSON SIGNING | PRINT TITLE OF PERSON SIGNING |

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DO NOT REGISTER YOUR TRUCK UNLESS IT PHYSICALLY CARRIES ANIMALS!

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| List trailers/vehicles to be registered. Attach additional forms if necessary. |
| VIN# | MAKE | YEAR | TRAILER OR BODY TYPE | LICENSE PLATE |
|       |       |      |       |       |
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If you have any questions, contact the licensing associate at **(608) 590-8519**

Personal information you provide may be used for purposes other than that for which it was originally collected (s. 15.04(1)(m), Wis. Stats.).

This institution is an equal opportunity provider.