



State of Wisconsin
Governor Tony Evers

Department of Agriculture, Trade and Consumer Protection
Secretary Randy Romanski

TO: New Commercial Feed Manufacturers, Labelers and Distributors

FROM: Commercial Feed Program, Bureau of Agrichemical Management

SUBJECT: New Commercial Feed License Application

Thank you for your interest in becoming a Wisconsin-licensed commercial feed manufacturer, labeler, and/or distributor.

Activities Requiring a Wisconsin Commercial Feed License

- Entities in need of a license include:
 - Any manufacturer, labeler, or distributor of commercial feed (including dog and cat food and treats), moving feed or feed ingredients in or into Wisconsin.
 - Manufacturers or distributors with no established place of business in Wisconsin, who distribute commercial feed into Wisconsin (one license fee covers all out-of-state sites).
 - Labelers with no established place of business in Wisconsin, who distribute commercial feed into Wisconsin (one license fee covers all out-of-state sites).
 - A firm with out-of-state sites and just one in-state site needs one license for all the sites.
 - A firm with out-of-state sites and multiple sites in Wisconsin needs one license fee for all out-of-state sites plus an additional license for each Wisconsin site with manufacturing, labeling, or distribution activity.
- No license is required for entities distributing only:
 - Packaged commercial feed in the original packages of a Wisconsin licensee, with that licensee's original label (this is considered "retail sales");
 - Bulk commercial feed in the form received from a Wisconsin licensee, and as labeled by that licensee (except when comingled with other bulk loads of the same ingredient);
 - Feeds custom-mixed at the request of the final purchaser at retail, using commercial feeds obtained from Wisconsin-licensed suppliers.

NOTE: If a facility manufactured, distributed, and/or labeled commercial feed before applying for a license, the firm must complete and file a tonnage report and return the required tonnage inspection fees with the license application and license fee.

Other Important Things to Know

Change in Ownership

A change in ownership requires the new owner to complete and submit a new commercial feed license application and license fees, for a new license number. Note: Feed licenses are non-transferrable. The current licensee is still required to send in a completed tonnage report, accompanied by fees of \$0.25/ton or \$50.00 (whichever is greater), even if sales/distributions totaled zero that year. Please be sure to indicate "CANCEL LICENSE" on the license renewal form.

Name Changes

If the business name changed, but the ownership has not, a new commercial feed license is required.

Wisconsin - America's Dairyland

2811 Agriculture Drive • PO Box 8911 • Madison, WI 53708-8911 • Wisconsin.gov

An equal opportunity employer

Tonnage Reporting

Annually, every Wisconsin licensee must file a commercial feed tonnage and inspection fee report. Fees are either \$50.00 or \$0.25 per ton of feed distributed in or into Wisconsin, whichever is greater. A licensee is required to report commercial feeds and feed ingredients that it is the first to distribute in or into Wisconsin. If a feedstuff is not considered commercial feed (e.g. hay, unmixed whole corn, etc.), it does not need to be reported. Any commercial feed first distributed in or into Wisconsin by a third party is reportable by that entity, and not the recipient.

Note: License and tonnage information is available on the DATCP website at https://datcp.wi.gov/Pages/Programs_Services/CommercialFeedLicensingFormsandTonnageReporting.aspx.

Feed and Feed Ingredient Labels

Submit copies of all feed and feed ingredient labels your firm intends to label and distribute in Wisconsin via hardcopy or email attachment. (Note: At this time, the Department cannot accept any external storage devices such as jump drives, FTP drop boxes, or CD/DVDs.) At renewal each year, please submit copies of all recently added or recently revised feed and feed ingredient labels your firm intends to label and distribute in Wisconsin. Label requirements are outlined in Wis. Stat. § 94.72(2) and detailed in the following sections of the Wis. Admin. Code for:

- Commercial feeds, Subchapter III of Wis. Admin. Code ch. ATCP 42,
- Custom-mixed feeds, Subchapter IV of Wis. Admin. Code ch. ATCP 42, and
- Pet (dog and cat) food and treats, Subchapter V of Wis. Admin. Code ch. ATCP 42.

Inspections

The Feed Program strives to establish and maintain consumer and manufacturer confidence in animal feeds – livestock feed, pet food, and feed ingredients – through inspections. Inspection points include:

- Confirmation of feed manufacturer, labeler and distributor licensure;
- Assessment of facility housekeeping practices in and around buildings of manufacture and storage;
- Evaluation of recordkeeping procedures to ensure recalls can occur, if necessary; and
- Review of label and labeling content to ensure a feed can be purchased and used safely and effectively by the end-user.

The specific requirements for commercial feed manufacture, labeling and distribution are found in Wis. Stat. § 94.72 and Wis. Admin. Code ch. ATCP 42.

Sampling

The Feed Program collects surveillance samples of commercial feed distributed in Wisconsin to assist with protecting the human food chain and animal owners/producers against fraud and deception, and to support a fair and honest feed commerce environment. Samples collected are analyzed in an accredited State laboratory, and the analysis results are compared to nutrient guarantees presented on the feed label. The feed composition is expected to be consistent with the label guarantee. State commercial feed law requires specific guarantees to be present on feed labels that are intended for consumption by specific species of animals. To learn more about the required label guarantees, refer to Wis. Admin. Code §§ ATCP 42.12 & 42.14.

Contact

Direct questions regarding licensing or tonnage to (608) 224-4537 or email datcpfeedlicense@wisconsin.gov.

Direct questions related to labels, inspections, or sampling, to (608) 224-4539 or email datcpfeed@wisconsin.gov.



Wisconsin Department of Agriculture,
Trade and Consumer Protection
Division of Agricultural Resource Management
Bureau of Agrichemical Management
Phone: (608) 224-4537
http://www.datcp.wi.gov datcpfeedlicense@wisconsin.gov

FOR DATCP USE ONLY	
License Number:	
Date Issued:	
25900 700SE 1150073000 4600000 72000	\$

New Commercial Feed License Application

for March 1, 2023 to February 28, 2024

s. 94.72(5) Wis. Stats., and Ch. ATCP 42.02 Wis. Adm. Code

LEGAL BUSINESS NAME			C/O		
LEGAL PHYSICAL ADDRESS – NO PO BOX (REQUIRED)			MAILING ADDRESS (REQUIRED)		
CITY	STATE	ZIP	CITY	STATE	ZIP
DOING BUSINESS AS (DBA) NAME			FEDERAL EMPLOYER I.D. # (FEIN) or social security number if sole proprietor		

CHECK ONE: STATE OF FORMATION (REQUIRED IF NOT SOLE PROPRIETOR): ___

General Partnership
 Cooperative
 Corporation
 Sole Proprietor
 LLC
 Other

LICENSE REQUIREMENTS: No person shall manufacture or distribute commercial feed in this state without an annual license from the department. "Manufacture" means to mix, blend, process, package or label commercial feed. A person paid by the final retail purchaser of a mill-formulated feed to provide specifications for that feed is engaged in manufacturing, labeling, or distributing a commercial feed. No license shall be required of persons distributing only:

1. Packaged commercial feed in the original container of a licensed manufacturer or distributor, as packaged and labeled by them, with their name and address on the label.
2. Bulk commercial feed as received from, and properly labeled by, a licensee.
3. Feeds custom-mixed at retail if commercial feeds used in the mixture obtained from another commercial feed licensee who paid or will pay inspection fees on the commercial feed ingredients as shown by invoices or receipts.

NOTE: Licenses are non-transferable and fees are non-refundable. Additional business locations may not begin operating during the license year without submitting an additional license application and payment of an additional \$25 fee.

WISCONSIN PREMISES INFORMATION: COMPLETE ONE FORM FOR EACH WISCONSIN PREMISES. Complete one license application for the location as denoted on product labels, and one license application for each Wisconsin location where feed is manufactured, labeled, or distributed.

PREMISES ADDRESS IN WISCONSIN		CITY	STATE	ZIP
WISCONSIN COUNTY	DATE BUSINESS ESTABLISHED AT THIS PREMISES			

PROCESSING TYPE CODES – CHOOSE ONE (SEE PAGE 2 FOR EXPLANATIONS) -> CX DS LP JB

MANUFACTURING/OPERATION CODES – CHOOSE ALL THAT APPLY. (SEE PAGE 2 FOR EXPLANATIONS)

B
 C
 FI
 HF
 L
 M1
 M2
 MN
 MR
 NC
 NM
 O

FEED LABELED/MANUFACTURED for SPECIES TYPES – CHOOSE ALL THAT APPLY. (SEE PAGE 2 FOR EXPLANATIONS)

BF
 BN
 DG
 DR
 DY
 EQ
 F
 G
 LO
 MS
 PF
 PY
 R
 RB
 SG
 SW

LICENSE FEE (CHOOSE ONE):

- A. **In-State Manufacturers or Distributors:** \$25/Wisconsin premises. Complete one form for each Wisconsin premises.
- B. **Out-of-State Manufacturers or Distributors** with no Wisconsin premises with manufacturing/distributing activity: \$25.
- C. **Out-of-State Manufacturers or Distributors with one or more Wisconsin premises with manufacturing/distribution activity:** \$25/Wisconsin premises. (No license needed for out-of-state premises.)

TOTAL LICENSE FEES DUE FOR THIS PREMISES: \$

I certify that all information on this application is true and correct.

NAME (PRINT OR TYPE)		TITLE
SIGNATURE	BUSINESS PHONE: () -	
DATE	EMAIL ADDRESS	

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.]. Completion of this form is necessary to obtain a license [ss. 15.04(1)(m) and 94.72(5)(b), Wis. Stats.].

Make check payable to: Wisconsin Department of Agriculture, Trade and Consumer Protection

Mail form and check to: State of Wisconsin, DATCP, PO Box 93178, Milwaukee WI 53293-0178

Errors or omissions will delay the issuance of your license.

Wisconsin Premises Processing Types – Choose one on Page 1.

CX	Complex Processing	A facility that renders animal carcasses; pelletizes feed; extrudes feed or pet food; roasts feed ingredients; steam flakes feed ingredients; salvages pet food, feed or other ingredients; extracts oil or another constituent from feeds; irradiates feed; or thermal processes feed or feed ingredients.
DS	Distributor	A firm that sells any commercial animal feed to end-consumers. The firm does not do any repackaging, mixing, blending, or manufacturing of any kind.
LP	Limited Processing	A facility that does limited processing such as de-hulling, refrigeration/freezing, heating, mixing or milling of commercial feed or feed ingredients.
JB	Jobber/Broker	A firm that distributes commercial feed or feed ingredients to other manufacturers. The firm may or may not take physical possession of the feed or feed ingredients. The firm may or may not label the feed or feed ingredients.

Wisconsin Premises Manufacturing/Operation Codes – Choose all that apply on Page 1.

B	Mixing/Blending	A facility that combines by agitation two or more feeds and/or feed ingredients to a specific degree of dispersion; or mingles or combines two or more ingredients of commercial animal feed. Facility manufactures any combination of mill-formulated and custom-mixed feeds.
C	Custom Mixing	A facility that manufactures only feeds formulated for specific customers, where the formula was developed either by the customer or a nutritionist employed by the customer.
FI	Feed Ingredients	Includes ingredients or technical additives for any species, including pet food, except minerals (then use "MN – Mineral").
HF	Human food	A firm that primarily manufactures human food and distributes and labels unusable or undesirable manufacturing waste as a commercial feed (animal food) ingredient.
L	Labeling	A facility that provides consultation for, designs, adds, changes, or removes labeling of commercial animal feed.
M1	Medicated Feed Manufacturer	Any facility manufacturing medicated liquid feeds or medicated free-choice feeds using Category I, Type B or Type C drugs.
M2	FDA Licensed Medicated Feed Manufacturer	Any feed facility required to be licensed with FDA for a medicated feed mill license (MFML).
MN	Mineral	Includes any type of mineral premix or supplement used in or as animal feed.
MR	Milk Replacer	Veal milk replacer, herd milk replacer.
NC	Nutritional Consulting	An entity or a person that provides the service of feed formulation, either when hired by a customer, or when the entity/person is employed by a feed manufacturer.
NM	Non-medicated Feed Manufacturer	Any facility manufacturing non-medicated commercial feed (intended for any animal, production, companion, or otherwise).
O	Main Office	A premises that serves as an administrative premises. This location may be licensed solely because it is used as the guarantor of commercial feeds – it is identified as the responsible party on the label.

Wisconsin Premises Feed Labeled/Manufactured for Species Types – Choose all that apply on page 1.

BF	Beef	Includes: feedlot cattle, cattle on pasture, replacement heifer, calf, complete, premix, and/or supplement beef feed(s).
BN	Bison	Includes: complete, premix or supplement bison or buffalo feed(s).
DG	Duck/Goose	Includes: starter, grower, finisher, breeder developer, breeder, complete, premix, and/or supplement duck or goose feed(s).
DR	Deer & other cervids	Includes: complete, premix, or supplement farm/commercially raised deer, <u>not</u> pet deer or wild deer, feeds.
DY	Dairy	Includes: starter, grower, lactating dairy, non-lactating dairy, complete, premix, and/or supplement dairy feed(s).
EQ	Equine	Includes: foal, mare, breeding, maintenance, complete, premix, and/or supplement horse feed(s).
F	Fish	Includes: complete, premix, or supplement farm/commercially raised fish, <u>not</u> pet fish, feeds.
G	Gamebirds	Includes premises or complete feeds for reproduction, maintenance, or growth of pheasants, quail, wild turkeys, migrating waterfowl, pigeons, and exotic birds raised in captivity.
LO	Llamas & other camelids	Includes but not limited to premises or complete feeds for reproduction, maintenance, or growth.
MS	Miscellaneous Species	Includes, complete, premix, or supplement feed(s) for a species not otherwise listed.
PF	Pet food	Includes: dog food, cat food, dog supplement(s), cat supplement(s), dog treat(s), and cat treat(s).
PY	Poultry	Includes: chicken or turkey: starter/grower, finisher, layer, breeder, broilers, complete, premix, and/or supplement feed(s).
R	Emus & other ratites	Includes premises or complete feeds for reproduction, maintenance, or growth of ratites such as emus and ostriches.
RB	Rabbit	Includes: grower, breeder, complete, premix, and/or supplement rabbit feed(s).
SG	Sheep/Goat	Includes: starter, grower, finisher, breeder, lactating, complete, premix, and/or supplement sheep or goat feed(s).
SW	Swine	Includes: pre-starter, starter, grower, finisher, lactating gilts and sows, boars, complete, premix, and/or supplement feed(s).