

# TOMMY G. THOMPSON YOUTH CENTER

## GENERAL RULES AND REGULATIONS

### ADMINISTRATIVE OFFICES

The Agriculture Department Office is located in the lower level of the Tommy G. Thompson Youth Center in the the Fair Park. Correspondence should be addressed to: Agriculture Department, Wisconsin State Fair Park, 640 S 84th St, West Allis, WI 53214, phone (414.266.7050/7051) or via email at ([brian.bolan@wistatefair.com](mailto:brian.bolan@wistatefair.com)).

Those participating in the Wisconsin State Fair may request reasonable accommodations for disabilities by contacting the Agriculture Department via email ([entryoffice@wistatefair.com](mailto:entryoffice@wistatefair.com)), via phone (414.266.7051) or by writing 640 S 84th St, West Allis, WI 53214 one month in advance of Fair events. The Agriculture Department will respond within a reasonable time to discuss the requests for accommodations.

### EXHIBIT/EXHIBITOR LIABILITY

Wisconsin State Fair will take reasonable precautions to protect the safety of the exhibits sent to the Fair but owners themselves assume the risk of exhibiting them, and should any exhibitor or portion thereof be injured, damaged, lost or stolen, State Fair Park personnel will give assistance toward recovery of the same, but will not be liable or make any payment for the value thereof.

Neither the State of Wisconsin, State Fair Park, or its employees or agents shall be liable for any loss to an exhibitor occasioned by fire, accident, condition of structure, terrorism, vehicle or damage caused by weather to an exhibit, article, equipment or commercial exhibit left in the building or on the grounds after the close of the Fair.

Exhibitors or owners of animals, vehicles and/or machinery, while stationary or in motion, and any other exhibits or equipment which may cause accidents, injury or damage to persons or animals or property coming in contact with or in proximity to them, shall guard their exhibits, vehicles or machinery, and protect the public from coming in contact therewith at all times while on the Fairgrounds, and every such exhibitor or owner shall indemnify the State of Wisconsin, the Fair Park Board, and its agents and employees from and against claims and demands, costs, charges and expenses which it or they might incur, suffer or be put to by reason of failure to take the precaution above referred to or failure to comply with State Fair Park rules, policies or directives. Liability insurance to comply with indemnity provisions is required. Presentation of an entry form shall be deemed acceptance of this provision.

Neither the State of Wisconsin, Wisconsin State Fair Park, nor any of its officers, employees or agents shall be responsible for any bodily injury, damage or other loss to any Youth Exhibitor or his or her property while off-grounds of the Wisconsin State Fair Park during the Wisconsin State Fair.

### REGISTRATION

- 1) **Livestock Exhibitors:** Registration and fees must be paid online **no later than: May 23, 2019**  
**Youth Expo Participants:** Registration and fees must be paid **June 29, 2019**
- 2) The only youth who are allowed to stay in the Youth Center are those who are participating in the Fair. Younger/older siblings of participants or younger/older children of Volunteer Adult Contacts who are not showing are not eligible to stay in the Youth Center.
- 3) If capacity is reached applicants will be placed on a waiting list and will receive status updates as it changes.
- 4) Each exhibitor/participant/Volunteer Adult Contact will be charged a \$25 fee per day which includes meals, bed (for overnight stay) and daily Fair admission. The exception to this daily fee are those who wish to check in to the Youth center between 12:15 am - 7 am on Monday, August 5<sup>th</sup>; fees for arrival between 12:15 am - 7 am on that day are \$35. All reservations must be pre-paid. **There is a no refund policy on Youth Center fees.** No vehicle parking is included with the fees.
- 5) All persons staying in the Youth Center must bring their own bedding and toiletries. Bunk beds are provided.
- 6) All persons staying in the Youth Center must abide by the lodging assignments provided for the entire event to provide accurate information in case of an emergency. Room switching is NOT allowed.
- 7) All youth and Volunteer Adult Contacts staying in the Youth Center must have a current Health Certificate on file no later than July 1<sup>st</sup>. Health Certificates can be uploaded with online entries, emailed to: [entryoffice@wistatefair.com](mailto:entryoffice@wistatefair.com) or faxed to 414.266.7057 (Attn: Agriculture Department)
- 8) The registration desk is located on the ground level lobby of the Tommy G. Thompson Youth Center.

- 9) Check Out: Exhibitors must check out by the assigned time with Youth Center Staff before leaving.
- 10) Broken, lost or replacement room keys are \$20 per key.
- 11) Junior show participants will be housed in same gender rooms and by age (12 – 14 years of age; 15 – 17 years of age; and youth 18 years and older).

#### SUPERVISION

- 1) Youth Center Staff will supervise and strictly enforce Youth Center rules and regulations.
- 2) Uniformed police officers will be patrolling the facility periodically throughout the day and night.

#### YOUTH CENTER RULES

- 1) **Any Junior Exhibitor staying in the Youth Center must be an active participant in the Youth Expo programs or an active participant in the Junior livestock shows showing an animal during the Fair.**
- 2) Anyone staying in the Youth Center must respect all public/personal property, facilities and privacy of others.
- 3) **At NO time are males allowed in female rooms or females in male rooms.**
- 4) Curfew for youth staying in the Youth Center is 11 pm. Room checks will occur between 11 and 11:30 pm. Quiet hours are to be observed from 11:30 pm to 5 am. Food cannot be delivered after curfew.
- 5) Overnight or late passes will only be issued for emergency purposes by Wisconsin State Fair Management for Junior Goat, Poultry, Rabbit, Beef, Sheep and Swine exhibitors. Please see the Overnight Barn Supervisor upon arrival for specific times and locations to request passes. Junior Dairy youth returning from or reporting to overnight barn duty during quiet hours should not cause any disturbance or excessive noise when entering or leaving the individual room or lobby of the Youth Center.
- 6) Youth should be neat and proper in their dress and appearance for meals in the Youth Center. Going barefoot or shirtless in the lobby or cafeteria is not acceptable. Participants failing to adhere to the above standards of dress will be requested to leave the cafeteria and lobby.
- 7) Anyone staying in the Youth Center should refrain from all sexual activity, initiations, hazing, harassment and other behaviors which involve humiliation or embarrassment of another person. Such activities will not be tolerated. Kissing and other displays of personal affection are in poor taste and are not acceptable.
- 8) Possessing, using and/or being in the presence of alcohol, tobacco, fireworks, weapons, illicit drugs or medication(s) without prior approval/notification by program staff will result in disciplinary action for the offender(s). Youth Center staff must be informed of all medications (prescription or over the counter) present during the program.
- 9) Food may not be cooked or heated on any electric or gas device within the rooms.
- 10) Everyone staying in or using the Youth Center is expected to conform to acceptable conduct. Violators will be handled on an individual basis.
- 11) Violation of any Youth Center regulation will result in:
  - A. Notification of the violation to Volunteer Adult Contact and State Fair Management. Parents and/or the respective Youth Organization may also be notified.
  - B. Required meeting with violator, Volunteer Adult Contact(s), Youth Center Supervisor or others as deemed necessary by Wisconsin State Fair Management.
- 12) Violation of any major rule (i.e. sexual harassment, curfew, chemical or substance use/abuse, theft, vandalism, etc.) may result in:
  - A. Notification of the violation to Volunteer Adult Contact and State Fair Management. Parents and/or the respective Youth Organization may also be notified.
  - B. Required meeting with violator, Youth Center Supervisor or others as deemed necessary by Wisconsin State Fair Management and/or the Volunteer Adult Contact.
  - C. Judgment by Wisconsin State Fair Management may result in award(s) and prize money(s) forfeiture; and/or dismissal from the Fair Park; loss of Youth Center privileges and/or being barred from competition immediately in the department(s) entered; and/or in future Wisconsin State Fair competition, and any other discipline required by the respective youth organization.
- 13) Health: In case of illness/injury please alert Youth Center staff. A 24 hour Health Room (second floor) will be open to accommodate basic health concerns. A first aid station, along with an ambulance service, are available onsite if needed; however, fees for these services will apply.

- 14) Youth staying in the Youth Center are strongly encouraged not to leave Wisconsin State Fair Park grounds or the assigned program areas without notifying a Wisconsin State Fair Youth Center staff member.
- 15) All non-registered Youth Center guests must be reported to and authorized by the Front Desk Youth Center Staff while in the building lobby.
- 16) Youth are encouraged to refrain from driving a vehicle while staying in the Youth Center.

#### **CONSEQUENCES OF DISCIPLINARY ACTION**

- 1) Families of participants removed from the Youth Center will be responsible for the participant's transportation, including bus/plane fares and supplemental "Unaccompanied Child" fares or expenses for adult supervision. Registration, lodging or other participant fees will not be reimbursed.
- 2) If damage/destruction of property occurred, participants will be assessed for the cost of damages and repairs.
- 3) Participants removed from the Youth Center may be required to relinquish all premiums to meet his/her financial obligations.
- 4) Youth who do not follow the Youth Center rules and regulations listed in this document while staying in the Youth Center may be required to appear before a Disciplinary Review Committee in addition to consequences which occur during the event.
- 5) Disciplinary action may result in a restricted opportunity or loss of privileges to participate in future Wisconsin State Fair related programs/activities for the involved party(s).
- 6) Youth who break public laws will be subject to legal action by law enforcement authorities in addition to Wisconsin State Fair disciplinary actions.

#### **CAFETERIA**

- 1) All registered youth and Adult Facilitators and their guests are eligible to eat meals served in the Youth Center Cafeteria. Guests must purchase individual meal tickets.
- 2) Anyone with food allergies may request reasonable food accommodations by contacting the Agriculture Department via email ([entryoffice@wistatefair.com](mailto:entryoffice@wistatefair.com)), via phone (414.266.7051) or by writing 640 S 84th St, West Allis, WI 53214 one month in advance of Fair events.
- 3) Meals are cafeteria style. Single meal prices are (Wisconsin State sales tax included):
 

\$6 for Breakfast	Hours: 6 - 8 am
\$7 for Lunch	11 am - 1 pm
\$8 for Supper	5 - 7 pm

#### **ALCOHOL/ILLEGAL SUBSTANCE ABUSE POLICY**

The possession/consumption of alcohol or illegal substances is strictly prohibited in the Youth Center and strongly discouraged in areas where youth are present including but not limited to; livestock barns and the Case IH Coliseum.

Anyone ticketed by law enforcement personnel for underage drinking and/or possession/use of illegal substances at any point during the Fair will not be allowed to exhibit/show/facilitate for the duration of the current Fair. Entry fees, Youth Center fees and premiums will not be refunded or paid. Exhibitors will lose eligibility for the following year's Fair as well.

#### **VOLUNTEER ADULT CONTACT**

**New for 2019! All Junior exhibitors must have a declared Volunteer Adult Contact (either a Volunteer Adult Group Contact (VAGC) or an Volunteer Adult Independent Contact (VAIC)).**

Volunteer Adult Contact guidelines and responsibilities include:

- Cooperate with, support and accept guidance from Wisconsin State Fair Management showcasing Agriculture and youth programs at the Fair. VAGCs and VAICs (21 and older) are approved Wisconsin State Fair volunteers but are not Wisconsin State Fair employees; therefore, they are not covered by the Wisconsin State Fair's Worker's Compensation Policy.
- Wisconsin State Fair will run a criminal background record check on all potential Volunteer Adult applicants.

- All approved Volunteer Adults will be required to complete online or in-person volunteer training. Specific training program details are forthcoming, but we expect training to include identifying sexual harassment, hazing, bullying, first aid, event responder training, etc.
- Volunteer Adult Contacts (VACs) must conduct themselves in a manner which is in the best interest of youth participants and Wisconsin State Fair. VACs may not use their volunteer authority or title for purposes of private or personal gain. VACs are also expected to conduct themselves with courteous manners/language, exhibit good sportsmanship, serve as a positive role model, treat others with respect and demonstrate reasonable conflict resolution skills. In addition, VAC's may not consume or be under the influence of alcohol or illegal substances while in this supervisory volunteer role at Wisconsin State Fair.
- If transporting youth/adults, operate motor vehicles and other equipment in a safe and reliable manner and only with a valid operator's license, legally required insurance and compliance with all related state regulations and laws.
- VACs must see to it that animals are treated in a humane manner and teach Junior exhibitors to provide appropriate animal care and management.
- All VACs must agree to inform Wisconsin State Fair Management of any policy/rule infractions or inappropriate behaviors if incidents occur (including but not limited to: poor attitudes, alcohol/drug possession or usage, vandalism, hazing, violence). Failure to report any policy/rule infractions or inappropriate behaviors may leave the State Fair and you (the VAC) to unwanted criticism and/or legal liabilities and challenges.
- Wisconsin State Fair Junior Division Agriculture employees in the Beef, Dairy, Goats, Poultry, Rabbits, Sheep and Swine Departments are NOT eligible to serve as a VAC during their active employment.
- A limited number of VACs may have the opportunity to stay in the Tommy G. Thompson Youth Center. However, they will have no Youth Center supervision responsibilities. If accepted for Youth Center lodging, Volunteer Adults will be housed in "Adult Only" rooms.

All applications for VACs will be reviewed by Wisconsin State Fair Management. Acceptance will be based on the applicant's criminal background record check, prior Wisconsin State Fair supervisory experience, reference checks with WSF approved youth organizations and must be able to stay at Wisconsin State Fair for the duration of time their Junior show animal exhibit is at Wisconsin State Fair.

Approved VACs will be selected by Wisconsin State Fair Management and notified of their acceptance or denial by April 17th. Additionally, accepted VAGCS will have their names and contact information posted on the Wisconsin State Fair website by April 17th, allowing potential Junior exhibitors enough time to confirm with the VAGC if they wish to be a part of the VAGC's group animal exhibit at the 2019 Wisconsin State Fair.

#### **ADMISSION FEES**

All exhibitors must have valid admission to enter the Fair Park August 1<sup>st</sup> - August 11<sup>th</sup>. Admission fees do not include vehicle parking! Exhibitors and adults staying in the Youth Center will receive a wristband upon check in which includes admission to the Fair Park. Admission tickets can be purchased through the Wisconsin State Fair Entry Office (414.266.7052)

#### **SPECIAL PROMOTION COMPETITION EXHIBITOR/PARTICIPANT ADMISSION FEES (Available only through the Entry Office)**

May 1 <sup>st</sup> – July 10 <sup>th</sup>	<b>One-Day (Adult or Youth) Admission Ticket</b> Exhibitor (purchased with entry) Children 5 and under	<b>\$5 each</b> <b>Free</b>
After July 10 <sup>th</sup> through Fair	<b>One-Day (Adult or Youth) Admission Ticket</b> Exhibitor (purchased in CASE IH Entry Office) Children 5 and under	<b>\$8 each</b> <b>Free</b>

Fair Time Admission Fees (At the Gate)

<b>One-Day Adult (12 years+) Admission Ticket</b>	<b>\$14 each</b>
<b>One-Day Youth (7-11 years) Admission Ticket</b>	<b>\$8 each</b>
Children 5 and under	<b>Free</b>

**PARKING OPTIONS**

Junior show exhibitors, family members and Adult Facilitators have the following options related to parking a vehicle during their participation at the Fair:

- **Blue Ribbon Parking:** A **free** off-site Agriculture Exhibitor vehicle parking lot with easy access from I-94 is available. This free parking lot will have 24 hour security, in and out access and overnight parking privileges. A free shuttle will be run continuously from noon, Tuesday, July 30<sup>th</sup> through the duration of the Fair. The shuttle will pick up and drop off near Gate 5. No trailers will be allowed to park in this lot.
- **Red Ribbon/General Parking:** General Fair parking. Valid for one vehicle admission per day (no in and out privileges). Available only upon arrival at any vehicle access gate (except gate 5). The Red Ribbon parking pass cannot be upgraded to White Ribbon or Platinum status once purchased. Parking is not guaranteed. \$12 per day/vehicle.
- **White Ribbon Parking:** General Fair parking with multiple in and out privileges per day. Available for purchase prior to or during the Fair through the Case IH Coliseum entry office for \$18 per day/vehicle. Each date specific parking pass will be valid only on the date printed on it. Specific date must be declared below. \*An unused White Ribbon parking pass may be exchanged in the entry office for another White Ribbon Parking Pass if requested before the printed date on the ticket. Parking is not guaranteed. White Ribbon parking cannot be upgraded to Platinum status once purchased. No overnight parking allowed. No refunds on unused vehicle parking.

**\* Examples:**

A) Exhibitor Sally Smith has purchased three (3) White Ribbon parking passes one each for August 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup>. On August 6<sup>th</sup>, she realizes she no longer needs the parking pass for August 8<sup>th</sup>. She cannot receive a refund for the August 8<sup>th</sup> parking pass but can exchange it in the Case IH Coliseum Entry Office for a white ribbon parking pass for any of the remaining Fair days.

B) Exhibitor Bill Smith purchased three (3) White Ribbon parking passes - one each for August 6th, August 7th and August 8th. On August 8th, Bill realizes he did not use his August 6th pass and instead wants a parking pass for August 9th. Bill CANNOT exchange his unused August 6th pass or receive a refund since the parking pass expired. If Bill wants a white ribbon parking pass for August 9th, he must purchase one for \$15 at the Case IH Coliseum Entry Office.

- **Platinum Parking:** A **limited** number of parking passes are available for parking in the Tommy G. Thompson Youth Center lot with in and out privileges for \$25 per day/vehicle. Overnight parking is allowed. **Platinum parking passes are only available for purchase online prior to the Fair with entries.** No refunds are given for unused vehicle parking.
- **Trailer Parking:** A **Free** Wisconsin State Fair off-site trailer parking lot will be available and assigned upon arrival. All trailers **MUST** be parked offsite. Exhibitors cannot sleep in their trailers overnight or keep any animals in the trailers at the offsite lots. Please list the quantity and length of trailer(s) you intend on parking at the **Free** Wisconsin State Fair designated off-site lot.

**CHECKS RETURNED TO THE WISCONSIN STATE FAIR FROM A FINANCIAL INSTITUTION FOR ANY REASON WILL BE CHARGED A \$20 SERVICE FEE. PAYMENT MUST BE MADE WITHIN 5 BUSINESS DAYS OF NOTIFICATION FROM WISCONSIN STATE FAIR.**

All pets, whether on a leash, carried or in a container, are not permitted on site during the Wisconsin State Fair, with the exception of service dogs or dogs participating/competing in Fair events such as K-9 Sports.

**REFUND OF FEES**

There will not be any refunds of entry, Youth Center, admission or parking fees.