

# 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) Registration and fees (check, money order or cashier's check) must be **postmarked no later than:**  
**Livestock Exhibitors: June 6, 2018 (Exhibitors may pay Youth Center fees online with entries!)**  
**Youth Expo Participants: June 30, 2018**
- 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 Adult Facilitators 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/Adult Facilitator 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 6<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 Adult Facilitators staying in the Youth Center must have a current Health Certificate on file no later than July 15<sup>th</sup>. Health Certificates can be mailed with entries, uploaded with online entries or faxed to 414.266.7007 (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 with youth 18 years and older lodged separately.

#### SUPERVISION

- 1) Youth Center Staff will supervise and strictly enforce Youth Center rules and regulations. In addition, youth participating in Junior State Fair programs will be supervised by "Adult Facilitators" (21 years of age or older as of January 1<sup>st</sup>). Two gender specific Adult Facilitators will be assigned to supervise each same sex room by the Youth Center Staff. Adult Facilitators are instructed and legally responsible to report any and all potential Youth Center rule violations to Youth Center Management.
- 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 infraction to Adult Facilitators and State Fair Management. Parents, the respective Youth Organization and/or the local County Extension Office may also be notified.
  - B. Required meeting with violator, Adult Facilitator(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 infraction to the Adult Facilitator and State Fair Management. Parents, respective Youth Organization and/or local County Extension Office 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 Adult Facilitator.
  - C. Judgment by Wisconsin State Fair Management may result in award(s) and premium(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 and/or local County Extension Office.

- 13) Health: In case of illness/injury please alert Youth Center staff or an Adult Facilitator. 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.

#### **ADULT FACILITATORS**

A pre-determined number of adults will be granted the privilege to stay in the Youth Center during the Junior Shows. Interested adults must complete and submit a Youth Center Adult Facilitator Application available on [www.wistatefair.com](http://www.wistatefair.com) by June 7<sup>th</sup> or until the available bed space is filled. Wisconsin State Fair will select gender specific adults (age 21 or older) from each participating county if available. Two Adult Facilitators will be assigned to each Youth

Center room. Wisconsin State Fair will conduct a background check on all adult applicants and consult with County Extension Staff/4-H Agents and/or Wisconsin FFA.

In addition to having convenient housing on the Fair Park proper, adults granted the privilege of staying in the Youth Center must agree to assist Youth Center Staff in a supervisory role. Adult Facilitators are expected to report any youth (not just those supervising) who disobey Youth Center rules or Wisconsin State Fair Junior General Rules and Regulations. Violations should be reported immediately to a Youth Center Staff member (front desk/floor monitor) so appropriate disciplinary procedures can be followed. Incidents which should be reported are (but not limited to):

Poor attitudes	Curfew violations	Alcohol/Illegal Substance usage	Violence
Hazing	Vandalism	Inappropriate Room Conduct	

Adult Facilitators must sign an expectation form and are not permitted to possess/consume any alcohol/illegal substance while serving as a Facilitator.

Please note: the only youth allowed to stay in the Youth Center are those participating in junior programs. Younger/older siblings/children of exhibitors/adult facilitators who are not exhibiting cannot stay in the Youth Center. Additionally all Wisconsin State Fair employees who work in the Junior Livestock Show Departments (Beef, Dairy, Goats, Poultry, Rabbits, Sheep and Swine) cannot serve in a Youth Center Adult Facilitator role during their active employment.

#### **ADULT FACILITATOR RESPONSIBILITIES**

- 1) Adult Facilitators agree to assume a supervisory role and assist in activities as requested under the direction/guidance of Youth Center Staff.
- 2) Adult Facilitators should be available as a youth's support person and maintain daily contact with participants to monitor health, attitude, situations and behavior. This includes room checks and enforcing written expectations.
- 3) Adult Facilitators will not provide/administer/dispense medication or anything relating to the physical or mental health of the youth. Youth Center staff should be aware of any medications taken by youth.
- 4) In an emergency situation, Adult Facilitators will act in the best interest of the youth to enhance the health and well-being of the participants. The Adult Facilitator will seek assistance from Youth Center Staff, an event coordinator, professional staff, medical and/or law enforcement personnel as needed.
- 5) Adult Facilitators should provide the youth with information on how they can be reached and should be accessible to consult with youth participants when needed.
- 6) In the case of inappropriate youth behavior or sexual misconduct, Adult Facilitators will notify Youth Center Staff immediately.
- 7) Adult Facilitators will not ignore situations involving bullying, hazing/harassment, or fail to intervene if youth are being threatened, humiliated or intimidated by other youth or adults.
- 8) The possession and/or use of alcohol/illegal substances is not allowed during the entire event.
- 9) The use of any form of tobacco should be avoided in the obvious or known presence of youth.
- 10) Sexual contact/misconduct of any type with youth is strictly forbidden. Any behavior considered in violation of the Wisconsin child abuse and sexual assault laws are grounds for suspension of affiliation until the investigation is completed.
- 11) Swearing, cursing and abusive language is not permitted.
- 12) Adult Facilitators must check in youth at 11 pm (curfew), sign in with Youth Center Staff by 11:15 pm and are expected to remain in the Youth Center during curfew hours.
- 13) Adult Facilitators are required to attend an on-site training workshop (30-45 minutes).

#### **Adult Facilitators will take the following steps for violations:**

- 1) Be available and responsive to counsel/advise youth in order to prevent, deter and/or stop inappropriate behavior; this will not include physical punishment but may consist of monitoring restrictions/privileges of areas, apologies, additional duties, etc.;
- 2) Inform Youth Center Staff at the time of occurrence any and all violations or inappropriate behaviors. Adults may be asked to document said actions. Failure to report violations or inappropriate behaviors is unlawful and may result in criminal action.

## ADMISSION FEES

All exhibitors must have valid admission to enter the Fair Park August 2<sup>nd</sup> - August 12<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> – June 30 <sup>th</sup>	<b>One-Day (Adult or Youth) Admission Ticket</b>	
	Exhibitor (purchased with entry)	<b>\$4 each</b>
	Children 5 and under	<b>Free</b>
July 1 <sup>st</sup> through Fair	<b>One-Day Adult (12 years +) Admission Ticket</b>	
	Exhibitor (purchased with entry)	<b>\$8 each</b>
	Children 5 and under	<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 31<sup>st</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 6<sup>th</sup>, August 7<sup>th</sup> and August 8<sup>th</sup>. On August 8<sup>th</sup>, Bill realizes he did not use his August 6<sup>th</sup> pass and instead wants a parking pass for August 9<sup>th</sup>. Bill CANNOT exchange his unused August 6<sup>th</sup> pass or receive a refund since the parking pass expired. If Bill wants a white ribbon parking pass for August 9<sup>th</sup>, 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.**

#### **PETS**

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.