

Mail to:
State of Wisconsin
Department of Natural Resources
Educational Exhibit - CS/1
PO Box 7921, Madison WI 53707-7924
dnr.wi.gov

Nonprofit Educational Exhibit License Application

Form 9400-583 (R 6/09)

Use pages 3 and 4 of this application to apply for a Nonprofit Educational Exhibit License. Pages 1 and 2 are informational only and not a complete set of rules. Captive wildlife licenses are governed by ch. 169, Wis. Stats., and ch. NR 16, Wis. Adm. Code.

Nonprofit Educational Exhibit License General Information

A nonprofit educational exhibit license may be issued to nature centers, aquariums or educational institutions if the center, aquarium, or institution is:

- a nonstock, nonprofit corporation described under section 501(c) (3) or (4) of the Internal Revenue Code, and
- exempt from taxation under section 501(a) of the Internal Revenue Code.

A nonprofit educational exhibit license authorizes the holder to possess, exhibit, propagate, and purchase for exhibiting purposes, live captive wild animals of the species that the Department specifies on the license. If the center, aquarium or institution possesses more wild animals than are necessary for exhibiting purposes, the licensee may sell the excess captive wild animals to persons authorized to possess these species.

The location of the facility(s) must be specified on the application.

This license is for captive wild animals confined to PENS ONLY. The license:

- is not for open unenclosed acreage, and
- does not allow hunting or dog training.

This license is required for any nonprofit educational institution to possess and exhibit native wild animals, non-native wild birds of the family anatidae that are migratory birds and non-native wild animals that are harmful wild animals (all bear and cougar). Possession of an endangered or threatened species first requires a permit obtained through the Bureau of Endangered Resources, PO Box 7921, Madison WI 53707. A list of these species is found in Wis. Adm. Code NR 27.

This license is not required to possess, propagate, purchase or sell the following: arthropods, chipmunks, pocket gophers, mice, moles, mollusks, opossums, pigeons, porcupines, rats, shrews, English sparrows, starlings, ground squirrels, red squirrels, voles, weasels, pheasants, non-native quail, non-native partridge or other non-native game birds obtained from a lawful source. You may not take these animals (except pigeons) from the wild without an appropriate license or special permit.

A nonprofit educational exhibit license is effective from the date issued through the following December 31st.

Harmful Wild Animals

Cougar and bear are considered harmful wild animals.

- A nonprofit educational exhibit license application will not be approved for the possession of harmful wild animals unless page 4 of the application is completed and the application is accompanied by written assurance that the application is in compliance with local zoning regulations on possession of captive wildlife.
- The department will also need to conduct an inspection of the pens, perimeter fence and the Environmental Enrichment Plan before any license that lists bear or cougar will be issued.

Harmful wild animals can only be exhibited at the location authorized on the license.

Any exhibition of a harmful wild animal at an alternate location requires special written approval from the department.

An 8-foot high perimeter fence, in addition to the primary enclosure fence that holds any bear or cougar, is required to restrict access or entry by unauthorized individuals.

Amphibians and Reptiles

A nonprofit educational exhibit license is not required to possess native reptiles and amphibians within established possession limits. It is not legal to purchase or sell any native reptiles or amphibians collected within Wisconsin except as follows:

- A Class A Captive Wild Animal Farm license allows and is required to possess or purchase more than 5 native leopard frogs, mud puppies and tiger salamanders taken in Wisconsin, to sell native leopard frogs, mud puppies and tiger salamanders taken in Wisconsin, or to sell any native reptiles or amphibians taken or reared outside Wisconsin.
- Native reptiles and amphibians taken or reared outside of Wisconsin may only be sold outside Wisconsin or to educational or research institutions in Wisconsin, with a Class A Captive Wild Animal Farm license.
- Dead turtles or their parts (shells, etc.) may be sold but only during the open season and when in compliance with NR 19.27, Wis. Adm. Code. (See fishing regulations or separate reptile and amphibian regulation pamphlets.)

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Exhibit Regulations

All pen specifications, humane handling, care, treatment and transportation requirements found in Natural Resources Administrative Code ch. NR 16 must be met. (See the Captive Wild Animal Farm Regulations and Pen Specifications & Transportation Standards information pamphlets, available online at dnr.wi.gov or from a DNR service center, for details.)

In addition:

- Primary enclosures and water receptacles must be cleaned and sanitized at least once every 2 weeks and more often if necessary to prevent an accumulation of dirt, debris, food waste, excreta and other disease hazards.
- Material that may not be sanitized, such as gravel, sand, grass, earth or absorbent bedding, must be sanitized by removing the contaminated material as necessary to prevent odors, diseases, pests, insects and vermin infestation.
- A copy of the nonprofit educational exhibit license must be publicly displayed at the place of the exhibit.
- Each pen must be labeled for the information of the public with the proper common name, in English, of the captive wild animal(s) confined in the pen(s).
- Pens containing bear, cougar, bobcat, lynx, timber wolf, coyote, fox and fisher must be surrounded on all side(s) where the public may approach them by substantial guardrails not less than 3 feet in height. Guardrails shall be well supported and fully enclosed with not greater than 6-inch-square fencing and must be at least 3 feet from the pens in which the captive wild animals are confined.
- Pens, guardrails and fencing must be kept in good repair at all times and all gates and doors must be kept securely locked.

Captive wild animals held for exhibition purposes may be used in interactive sessions outside of the enclosure only as follows:

- The licensee is licensed by the USDA to exhibit animals and complies with the federal animal health regulations found in the Code of Federal Regulations (9 CFR 2.1 and 9 CFR 2.131).
- Harmful wild animals (bear and cougar), timber wolf, coyote, fox, fisher, lynx and bobcat over 3 months of age and all venomous snakes may not be exhibited outside of the enclosure or used in interactive sessions.

Other Regulations

If any bear, cougar, bobcat, lynx, wolf, coyote or fox escapes from its enclosure or fenced area the licensee must notify the department within 24 hours of the escape. Notification may be made by calling the DNR Hotline at 1-800-847-9367.

Reporting Requirements

Records: All nonprofit educational exhibits must keep a record by date of all captive wild animals purchased or obtained, sold, shipped or otherwise transferred, escaped, died or killed, and animals born.

- These records shall include the date of activity, number of animals and species.
- These records are to be made available for inspection by DNR personnel upon request, and
- These records are to be maintained for 3 years after the license expires.

Reports

- **Quarterly Reporting:** Licensees must submit quarterly reports by April 30, July 31, October 31, and January 31.
- Reports shall cover the preceding 3 months.
- Reports shall include all transactions involving the following animals only: bear, cougar, bobcat, lynx, wolf, fox, coyote, mink, otter, badger, wolverine, marten, and fisher.
- Quarterly report forms are available from the Department upon request and may be photocopied as needed.
- **Annual Reporting:** Licensees must submit an annual report by January 31 of the previous year's activity or transactions.
- The Department will mail an annual report form to you with your renewal application.
- Annual reports shall include the total number and species of all animals purchased or otherwise obtained; the total number and species of animals sold, shipped or otherwise transferred; the total numbers and species of animals born and the total number and species of animals possessed on the date of the report.

Note: In order to fill and save this form electronically, it must be opened using Adobe Reader or Acrobat software. Save a copy of the file, open Adobe Reader, select File > Open and browse for the file you saved.

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Include the required fee with application.

Fees:
 Nonprofit Educational Exhibit License \$25.00
 + \$20 Late fee if application filed after license expiration date

Notice: To possess, exhibit, propagate, and purchase live captive wild animals pursuant to ch. 169, Wis. Stats., and ch. NR 16, Wis. Adm. Code, nonprofit nature centers, aquariums and educational institutions are required to provide and submit complete information as requested on this form and obtain a nonprofit educational exhibit license. Operation as a nonprofit educational exhibit without a license may result in forfeitures of up to \$500.00 in addition to suspension of eligibility for future licenses. Personal Information collected may be used for participation in surveys, eligibility for approvals, law enforcement (including child support and tax delinquency enforcement) purposes and other secondary purposes. Wisconsin's open records law requires the department to provide this information to requesters [ss. 19.31 to 19.39, Wis. Stats.].

A social security or federal tax identification number is REQUIRED when applying for licenses according to s. 169.34 and 169.35, Wis. Stats., but the Department may not disclose it to anyone except the Department of Workforce Development or the Department of Revenue.

Applicant Information

Nature Center, Aquarium or Educational Institution Name	<input type="radio"/> Federal Tax ID OR	<input type="radio"/> Social Security	Current License Number (if renewal)
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Contact Name--Last	First	MI	E-Mail Address
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Mailing Address	Daytime Telephone Number
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City	State	ZIP Code	Alternate Telephone Number
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Exhibit Information

Indicate the actual address where the animals are located below. Be as specific as possible. Include additional sheets if needed.

Exhibit Street Address		Additional Exhibit Address	
City	County	City	County
Township Name	Section(s) #	Township Name	Section(s) #

Indicate the species of animals for which you would like to be licensed below. This license is for animals in **PENS ONLY**.

- | | |
|--|--|
| <input type="checkbox"/> Family Felidae (cougar) Harmful wild animal ** | <input type="checkbox"/> Family Mustelidae (mink, otter, badger) |
| <input type="checkbox"/> Family Ursidae (bear) Harmful wild animal ** | <input type="checkbox"/> Family Felidae (bobcat, lynx) |
| **(for any harmful wild animal complete back of this form) | |
| <input type="checkbox"/> Family Canidae (coyote, fox, wolf) | |
| <input type="checkbox"/> Amphibians and Reptiles (must apply for a class A license for these species if you intend to sell or propagate) | |
| <input type="checkbox"/> Waterfowl of the species approved for which you possess a USFWS permit or receipt. | |
| <input type="checkbox"/> List any other animal species (mammals and birds) _____ | |

Species exemptions: A Nonprofit Educational Exhibit license is not required to possess, or exhibit the following: arthropods, chipmunks, pocket gophers, mice, moles, mollusks, opossums, pigeons, porcupines, rats, shrews, English sparrows, starlings, ground squirrels, red squirrels, voles, weasels, pheasants, non-native quail and non-native partridge. All such animals must be lawfully obtained.

Certification

I hereby certify that the above information is true and correct. Furthermore, I certify that the applicant is a nonstock, nonprofit corporation as described under section 501(c)(3) or (4) of the Internal Revenue Code and is tax-exempt under 501(a) of the Internal Revenue Code. I understand that providing incorrect information may result in revocation of my license and possible penalties.

Signature of Applicant	Date
Approval Signature (DNR Personnel)	Date

Retain the attached information sheets for your records.

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All Harmful Wild Animals (Bear and Cougar) Additional Regulations - Please complete all sections.

In most cases an outdoor housing facility for harmful wild animals shall be enclosed by a perimeter fence that is at least 8 feet high, at least 3 feet from the primary enclosure and which restricts unauthorized public from entering. Variations or exceptions require special written approval from the department.

Height of Perimeter Fence Surrounding Enclosure	Distance from Perimeter Fence to Primary Enclosure
Feet	Feet

Holders of harmful wild animals shall develop, document and follow an appropriate plan for environment enrichment adequate to promote the psychological well being of these captive wild animals. The plan shall be in accordance with the currently accepted professional standards as cited in appropriate professional journals or reference guides, and as directed by the attending veterinarian. The plan shall be available for inspection by DNR personnel, and will be reviewed prior to license approval during the initial facility inspection.

Name of Attending Veterinarian	Has Veterinarian Reviewed Plan?
	<input type="radio"/> Yes <input type="radio"/> No

Species <input type="checkbox"/> Bear	Species: <input type="checkbox"/> Cougar
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Bear pens shall be a minimum of 400 square feet. No more than 2 bear may be held in a 400-square-foot pen. A minimum of at least 200 additional square feet is required for each additional bear. The pen height shall be a minimum of 8 feet. A tank or pool with a minimum of 150 gallons of water shall be provided when bear are not in hibernation. The space for the tank or pool of water shall be in addition to the required minimum square footage. Bear pens with open tops shall be a minimum of 1000 square feet. The walls shall be a minimum of 8 feet in height with an additional 3 feet at the top slanted inward at a 30 to 45 degree angle.

Cougar pens shall be a minimum of 200 square feet. No more than one cougar may be held in a 200-square-foot pen. A minimum of at least 100 additional square feet is required for each additional cougar. The pen height shall be a minimum of 8 feet. Resting surfaces that are large enough to hold all the occupants of the primary enclosure at the same time comfortably shall be provided. The resting surfaces shall be elevated, impervious to moisture, and be able to be easily cleaned and sanitized, or easily replaced when soiled or worn. Cougar pens with open tops shall be a minimum of 1000 square feet. The walls shall be a minimum of 10 feet in height with an additional 4 feet at the top slanted in at a 30 to 45 degree angle.

Size of Primary Enclosure (Pen or Cage)	Size of Primary Enclosure (Pen or Cage)
Sq. Feet	Sq. Feet
Height of Primary Enclosure (Pen or Cage)	Height of Primary Enclosure (Pen or Cage)
Feet	Feet
Size of Pool or Tank	Number of Resting Surfaces
Gallons	Square Footage - Resting Surfaces

Special Circumstances

Initial Application – Initial nonprofit educational exhibit applications must be accompanied by written assurance that the application is in compliance with local ordinances and zoning regulations on possession of captive wild animals.

Written assurance enclosed? Yes No

Facilities that Exhibit – Harmful wild animals may only be exhibited at the location authorized on the license. Exhibition of a harmful wild animal at an alternate location requires special written approval from the department. Pens must be surrounded on the side or sides where the public may approach them by substantial guardrails not less than 3 feet in height with mesh not greater than 6 inches square and must be at least 3 feet from pens.

Do you exhibit?	If yes, height of guard rails
<input type="radio"/> Yes <input type="radio"/> No	Feet

If yes, distance guardrail to enclosure

Feet

Diagram: Draw Primary Enclosure, Perimeter Fence and if applicable, Guardrail. Include Dimensions in Feet (attach additional sheet if needed).

Describe Materials Used in Construction

DNR Use Only			
Approved? If not approved indicate reason:			
<input type="radio"/> Yes <input type="radio"/> No			
Enclosure inspected by:	WDNR Conservation Warden Name (Print)	Signature	Date