

Note: License fee is waived for
July 1, 2020-June 30, 2021
License Year.



Weights & Measures License Application

Village of Union Grove · 925 15th Ave. Union Grove, WI 53182 · Phone: (262) 878-1818
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In compliance with Wisconsin State Statutes, the Village of Union Grove established a Weights & Measures License program effective on July 1, 2020. All businesses using any weights and measuring devices (including price scanners) are required to obtain the annual license from the Village. Annual inspections are conducted by the Wisconsin Department of Agriculture, Trade and Consumer Protection. Please see the attached ordinance for more information.

To apply for a license, submit this application and license fee by mail, in the Municipal Center drop-box or in-person at the Municipal Center during normal business hours (Monday-Friday, 8 a.m. to 4:30 p.m.). Contact the Village Offices for questions at (262) 878-1818.

Section A. Applicant Information:

1. Full Name: _____
2. Full Address: _____
3. Telephone Number: _____
4. E-mail Address: _____

Section B. Business Information:

1. Business Name: _____
2. Registered Name: _____
3. Full Address (If different than above): _____
4. Telephone Number: _____
5. E-mail Address: _____
6. Business Type: ___ Individual ___ Partnership ___ LLC ___ Corporation

Section C. Business Officers (Please complete or attach additional document):

Type	Name	Address
1. President		
2. Vice President		
3. Secretary		
4. Director		
5. Other: _____		

Section D. Device Types (Attach additional pages if necessary):

Type	Quantity	Location
1. Liquid Measuring Device (Gas Nozzles)		
2. Truck Meters		
3. Vehicle Scales		
4. Counter Scales (Up to 30 lbs.)		
5. Scales (Over 30 lbs.)		
6. Point of Sale Systems (Scales, Register, Scanner, Combo)		
7. Other: _____		
8. Number of Check-Out Lanes		

Section E. Certification and Signature

I attest that the information in this application is true and correct to the best of my knowledge.

Applicant Signature: _____ Date: _____

This Section for Office Use Only:

Date Filed: _____ Permit Fee: \$ _____ Received By: _____

License Issue Date: _____ License #: _____

Comments: _____

Sec. 22-141. Weights and measures.

(a) **Purpose.** This section adopts the State of Wisconsin Weights and Measures Regulations and establishes a Weights and Measures Program wherein any person or entity subject to said regulations must obtain a license in order for the Village to comply with and recoup the costs of enforcing said regulations. This section is adopted pursuant to the provisions of Chapter 98, Wis. Stats.

(b) **Application of state codes.** Except as otherwise specifically provided in this section, the provisions of Chapter 98, Wis. Stats., Weights and Measures, and Chapters ATCP 90, 91 and 92 of the Wisconsin Administrative Code are hereby adopted and by reference made a part of this section as though fully set forth herein. Any act required to be performed or prohibited by any statute or code incorporated herein by reference is required or prohibited by this section. Any future amendments, revisions or modifications of the statutes and codes incorporated herein are intended to be made a part of this section.

(c) **State contract; appointment of inspectors; compliance required.**

- (1) State contract. In order to assure compliance with the requirements of the State of Wisconsin related to the inspection and certification of weights and measures, the Village shall contract with the State of Wisconsin Department of Agriculture, Trade and Consumer Protection, pursuant to § 98.04(2), Wis. Stats., in lieu of the establishment of a department of weights and measures.
- (2) Appointment of inspectors. The provisions of the contract set forth in Subsection C(1) shall provide for the enforcement of the statutes and regulations set forth herein, and the Village hereby grants the authority and duties of sealers and inspectors required by this section to the State of Wisconsin Department of Agriculture, Trade and Consumer Protection.
- (3) Compliance required. All persons and entities required to be licensed hereunder shall comply with the enforcement of the statutes and regulations set forth herein, shall comply with the orders and inspections of the inspectors appointed herein, and shall comply with the licensing requirements set forth herein.

(d) **Definitions.** As used in this section, the following terms shall have the meanings indicated:

“Weights and Measures” means weights and measures of every kind, instruments and devices for weighing and measuring, and any appliances and accessories used with any or all such instruments and devices, except meters for the measurement of electricity, gas (natural and manufactured) or water when the same are operated in a public utility system. Weights and measures shall include devices used or employed in establishing the size, quantity, extent, area or measurement of quantities, things, produce or articles for sale, hire or award, or in computing any basic charge or payment for services rendered on the basis of weight or measure and shall include, but not be limited to, commodities, liquid measuring devices, scales, weighing, measuring and price verification systems, timing devices and linear measuring devices.

“Weights and Measures Program” means the program that includes administration and enforcement of this section, Chapter 98, Wis. Stats, applicable Wisconsin Administrative Code provisions, and any related actions.

(e) **Weights and measures license required.**

- (1) License requirements. Except as provided in Subsection E(2), no person or entity shall use, operate or maintain any commercial weights and measures as defined in this section unless the person or entity is licensed by a weights and measures license issued pursuant to the provisions of this section.

- (2) Exemptions. Sales by a person registered as a direct seller or by a holder of a farmer's market, vendor or special event permit are exempt from licensing under this section, but if any person exempted herein is required by the state to hold a state certificate of examination by the Sealer of Weights and Measures, a copy of said certificate shall be provided to the Village with his or her application for direct seller registration or a farmer's market, vendor vehicle or special events permit.

(f) **Application for license.** An application for a weights and measures license shall be made in writing on a form provided by the Village Clerk and shall be signed by the owner of the commercial business or by its authorized agent. Such application shall state the type of the business, the type and number of weighing, measuring and scanning devices used by the business, the location of the devices, the number of check-out lanes present on the premises, the applicant's full name, post office address and telephone, and whether such applicant is an individual, partnership, limited liability company, corporation or other entity. If the applicant is a partnership, the application shall state the names and addresses of each partner. If the applicant is a corporation or limited liability company, the application shall state the names and addresses of all officers and agents of the applicant, including the registered agent thereof.

(g) **Issuance of licenses and fees.** Upon compliance with this section, the Village Clerk shall determine the fee based on the number of devices, and shall issue a license to the applicant upon payment of the annual license fee. Each store or other business shall require a separate license.

(h) **License term.**

- (1) A license issued under this section shall expire on June 30 of each year. Except as provided in Subsection I(2), the license fee shall not be prorated for a partial year.
- (2) The initial license issued to businesses existing on the effective date of this section shall be for six months, effective on July 1, 2020, and expiring on June 30, 2021, and the license fee shall be waived for initial licenses during this period.

(i) **Enforcement for nonrenewal.** It shall be the duty of the Village Clerk to notify appropriate Village officials and to order the immediate enforcement of the provisions of this section in cases involving a failure to renew a weights and measures license. A licensee shall be prohibited from engaging in any business involved in weights and measures until such time as a valid license has been obtained under the provisions of this section.

(j) **Fees assessment.**

- (1) Assessment. In addition to the cost of the license, the Village Clerk shall assess fees to each licensee based on the class of license it holds. The total of the fees assessed and collected under this subsection shall not exceed the actual costs of the weights and measures contract between the Village and the state.
- (2) Clerk to prepare assessment schedule. The Village Clerk shall prepare a proposed schedule of fees for each type of license, which shall be based upon the state contract changes, to be submitted to the Village Board from time-to-time to ensure the Village is recouping enough fees to offset the cost of state inspections.
- (2) Village Board to determine license fees. The Village Board shall consider the Clerk's proposed schedule of fees and determine the schedule of fees on a reasonable basis.

(k) **Violations.** In addition to any other remedy, any person who fails to comply with the provisions of this section shall, upon conviction thereof, be subject to the penalties set forth in section 1-11 of this Municipal Code. Each day a violation exists or continues shall constitute a separate offense.