



State of Wisconsin
Governor Tony Evers

Department of Agriculture, Trade and Consumer Protection
Secretary Randy Romanski

A certified firewood dealer is a person or business that annually sells or distributes at least 20 cords (2,000 bundles) of firewood in this state, and whose primary business location is in Wisconsin. Firewood dealer certification may allow persons or businesses to sell cut firewood to consumers planning on entering Wisconsin state lands, or to sell firewood directly to the state lands. Certification also allows a firewood dealer to move firewood anywhere in Wisconsin.

Prior to certification, the Wisconsin Department of Agriculture, Trade and Consumer Protection (DATCP) will inspect all sites where firewood is held and treated by the applicant. Firewood dealer certification is voluntary, and the annual fee for this certification is \$50.00. Certificates expire one year from the date issued.

Once approved, all certified firewood dealers must list their assigned certification number on the label of the firewood bundle or other firewood packaging. The label or packaging must also state that the firewood has been treated, the method of treatment, and the county of origin. For questions on proper firewood labeling, call (608) 224-4942.

Instructions for Completing the Application

Fill out the form completely and accurately. Failure to do so will delay the processing of your application.

Section 1: Is the legal entity information. If you are a sole proprietor or individual doing business, check the box marked "Individual" and complete the first section using your personal information. If you have a corporation, LLC, legally formed partnership, or other business entity, check the appropriate box and list the state in which the business was formed. We may contact you to obtain verification of legal entity status. Also, list all trade names or business names under which your firewood is sold or distributed in Wisconsin.

Section 2: List all locations where your firewood is sold, and the number of cords distributed to each location annually. There is a total annual minimum of 20 cords to qualify for firewood dealer certification. In this area, include locations to which you directly sell the firewood, and locations to which you distribute firewood for resale. If you sell firewood to the headquarters of a mass merchandiser or chain store, you need only list the main office information. There are two spaces for this information on the front side of the form and an additional five spaces on the back side of the form. You may also attach additional sheets if needed.

Section 3: List all sources or persons from whom you obtain wood that you process for eventual sale as firewood. If you have no sources other than yourself, write "SELF" or your business name, and complete the address information. There is additional space for additional sources on the back of the form if needed. In Section 3A, you should list the types of wood that you sell by percentage. The total for all fields must equal 100%.

Section 4: The checkboxes represent the acceptable methods of firewood treatment, at least one of which you must select to become certified. You may select more than one method if applicable. To determine if an alternate method of treatment is acceptable, or for any questions or concerns, contact (715) 891-8158 or datcpfirewood@wi.gov.

Section 5: Explain why you wish to obtain certification.

Lastly, sign and date the form and mail it to the address stated on the application.

Allow for 6-8 weeks for your application to be processed. If your application is approved, program staff will contact you to schedule a site visit. In order to become certified, you must pass an inspection of your facility and treatment methods. If you are approved for acceptance to the program, DATCP will bill you \$50 for the annual certification fee. You will receive your certificate after payment is received.

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