



2023 WACO Wisconsin Amusement Ride Information

Registration Requirements

- Must be registered before operation. Permits are valid from Jan. 1 to Dec. 31 each year.
- Registration and renewal fee is \$55.
- Late registration fee (operating before registration) \$200 in addition to the registration fee.
- Certificate of liability required with \$1,000,000 per occurrence, DPS must be listed as a certificate holder from the insurance provider. Device serials required on COI.
- Registration and renewal completed on DPS' eSLA Website (esla.wi.gov)

Department Inspections and Fees

- Plan review of site-specific/custom-built amusement rides - \$280.00
- Inspection of class 1 Amusement ride - \$140.00
- Inspection of Class 2 amusement ride - \$250.00
- Inspection of Coin Operated ride - \$70.00
- Reinspection for noncompliance with previously issued order - \$100.00.

Inspections, Operation Tests and Paperwork Requirements

- Inspection at assembly – Done at assembly.
- Daily inspections and operational tests – Done daily.
- Nondestructive Tests – 3 years or 3,000 hours or done based on manufacture specifications.
- Training of operators and attendants documented.

Record Keeping

- Fact sheets needed for each device available to operators and attendants.
- Must have previous 30 days of operation assembly and daily inspections along with the most recent nondestructive testing with each device.
- All other records kept for 7 years.

Accident Reporting

- Injuries that require more than first aid caused by an amusement ride must be reported within 2 business days.
- Fatalities must be reported within 24 hours.
- Can be submitted in eSLA, reported via phone at 608-266-7548.

This information is just a summary of related information to this event. The full SPS 334 administrative code for Amusement Rides can be found here:

https://docs.legis.wisconsin.gov/code/admin_code/sps/safety_and_buildings_and_environment/326_360/334.pdf

Information on the DPSPS amusement ride program can be found on our website here:

<https://dsps.wi.gov/Pages/Programs/AmusementRides/Default.aspx>

DSPS eSLA Dashboard: esla.wi.gov



Wisconsin Amusement Ride Registration Process

Information Needed to Register

- Amusement Ride Manufacture
- Amusement Ride Name Amusement
- Ride Serial Number (If Applicable)
- Digital copy of Certificate of insurance available to upload during the process.
- Payment method (Credit, Debit or Electronic Check)

Registration Process Steps

- Register the device through the eSLA portal.
- Pay all required registration fees.
- Ensure that Itinerary has been submitted.
- Administrative staff will review applications and ensure COI is acceptable and fees paid.
- If all has been completed, the registration plate and information packet will be mailed to the address on the registration process.

The next four pages contain samples of fact sheets and daily checklists from an operator. Please note that these should only be used for reference purposes as information on these sheets should be obtained from the manufacturer or created from the manufacturer manual specific for your amusement ride.



Amusement Ride Fact Sheet Sample 1

Tiger Slide

Speed: N/A

Direction: N/A

Duration: 2 to 2.5 minutes

Passenger Capacity: No more than 2 children on Tiger Slide at one time.

Height Requirement: N/A

Operation Of Ride

1. Up to 2 children can go up the slide at one time.
2. Check to make sure all children have shoes off
3. Show them how to lay out the slide mat with arrow facing down the slide.
4. Tell them to put their feet in the pocket at the front of the slide bag and hold onto the handle at their side
5. Instruct them to slide one at a time
6. No double riders, no riding on laps
7. Make sure gate is closed and latched after children have entered.
8. Assist children in and out of entrance.

Ride Operators Position And Function

1. Be aware of proper operation and safety procedures.
2. Before operating ride a safety checkout sheet should be completed by maintenance.
3. Ride operator is to remain at the base of the slide and watch patrons on slide at all times.
4. Make sure entrance/exit gate is closed at all times.
5. During operation of the ride the operator should observe the riders at all times.
6. No food or drink allowed on Tiger Slide
7. Regularly inspect and keep the entire area around the ride free of any obstacles.
8. Know the location of the closest First Aid Station and fire extinguisher.
9. Never use cell phone.
10. Make sure guests walk to where they are going to ride.

Emergency Procedures For Ride Maintenance

1. Have all children exit the Tiger Slide as quickly as possible.
2. Contact your supervisor or maintenance immediately.

Procedure For An Incident

1. All injuries/incidents are to be reported promptly to the office.
2. **Do Not Move The Injured Person**
3. Direct any inquiries to the office.

Procedure For Person With Disabilities

Persons may ride if:

1. They meet the height requirements and safety requirements for the ride.



Amusement Ride Fact Sheet Sample 2

Moonwalk

Speed: N/A Direction: N/A Duration: 2 to 2.5 minutes

Passenger Capacity: No more than 5 children in Moonwalk at one time.

Height Requirement: N/A

Operation Of Ride

1. Up to 5 children can go into Moonwalk at a time.
2. Check to make sure all children have shoes off.
3. Go over all rules.
4. Make sure gate is closed and latched after children have entered.
5. Assist children in and out of entrance.
6. In case of emergency, rider illness, etc., have children come out immediately.

Ride Operators Position And Function

1. Be aware of proper operation and safety procedures.
2. Before operating ride a safety checkout sheet should be completed by maintenance.
3. Ride operator is to remain at the entrance door of Moonwalk while patrons are in it.
4. Make sure entrance/exit gate is closed to prevent anyone from entering while children are in Moonwalk.
5. During operation of the ride the operator should observe the children. Check for any sick, uncomfortable, or rowdy children.
6. No food or drink allowed in Moonwalk.
7. Regularly inspect and keep the entire area around the ride free of any obstacles.
8. Know the location of the closest First Aid Station and fire extinguisher.
9. Never use cell phone while patrons are using moonwalk.

Emergency Procedures For Ride Maintenance

1. Have all children exit the moonwalk as quickly as possible.
2. Contact your supervisor or maintenance immediately.

Procedure For An Incident

1. All injuries/incidents are to be reported promptly to the office.
2. **Do Not Move The Injured Person**
3. Direct any inquiries to the office.

Procedure For Person With Disabilities

Persons may ride if:

1. They meet the height requirements and safety requirements for the ride.
2. They are able to be restrained by the lap bar or seat belt. (If applicable)
3. They can get into the Moonwalk by themselves or with the assistance of someone with them.



Amusement Ride Checklist Sample 1

Tiger Slide		Sun	Mon	Tues	Wed	Thur	Fri	Sat
	Date							
1	Check all tie downs to make sure they are securely attached							
2	Check for any rips, tears, or cracks in structure							
3	Check exit/entrance area to be clean and free of debris							
4	Check unit for proper inflation							
5	Check that blower screens are clear							
6	Report any problems or questions to proper personnel							
7	I have checked this ride and found it to be in good operating condition							

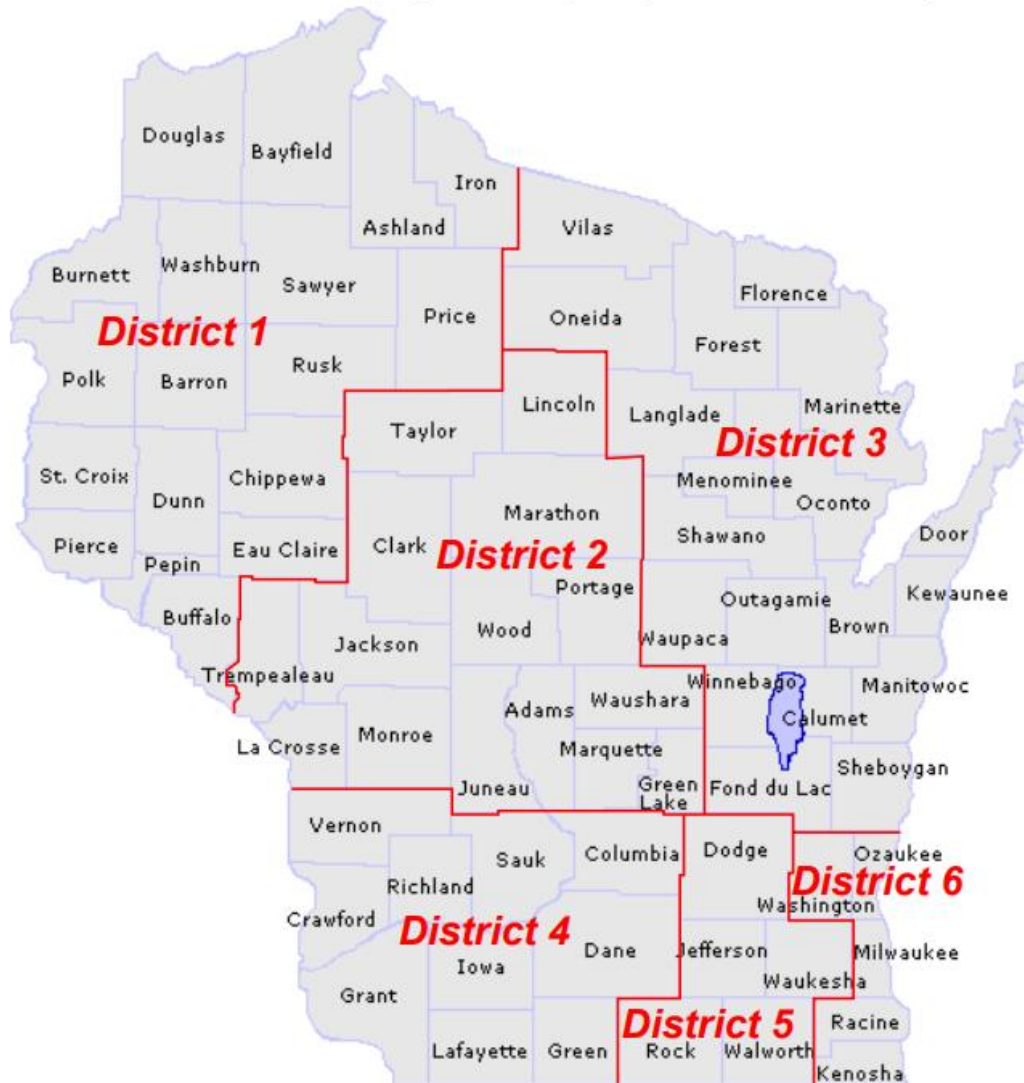


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	Date							
1	Check all tie downs to make sure they are securely attached							
2	Check for any rips, tears, or cracks in structure							
3	Check Exit/Entrance area to be clean and free of debris							
4	Check unit for proper inflation							
5	Make sure all floor panels are properly tied down							
6	Check that blower screens are clear							
7	Report any problems or questions to proper personnel							
8	I have checked this ride and found it to be in good operating condition							



Public Sector Employee Safety Inspection District Map



1 – Jane Dienger	Jane.Dienger@Wisconsin.gov	715-538-3308
2 – Rhonda Kocijan-Klec	rhonda.kocijanklec1@wisconsin.gov	608 982-6496
3 – Tim Condon	Timothy.Condon@Wisconsin.gov	414-852-3660
4 – Andrew Amacher	Andrew.Amacher@Wisconsin.gov	608-438-8061
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6 – Jim Creegan	James.Creegan@Wisconsin.gov	608-219-7185
Supervisor – Lucas Dederich	lucas.dederich@wisconsin.gov	608-445-6558
General Questions	DSPSSBHealthandSafetyTech@wisconsin.gov	