

Wisconsin Department of Safety and Professional Services (DSPS)

Steps for Promoting an Unarmed Combative Sporting Event in Wisconsin

1. Apply for and obtain a Promoter License

- Complete application located at: <https://dsps.wi.gov/Credentialing/BoxingMMA/Promoter.pdf>
- Pay license fee of \$500.00. License is valid for one year from date of issuance.
- Secure surety bond or irrevocable letter of credit or surety for \$10,000. Forms are located at end of application.

2. Apply for and obtain a Contest (Event) Permit

- Contact DSPS Program Director at 608/261-8503 or DSPSCombativeSports@wisconsin.gov to check available dates.
- Complete application located at: <https://dsps.wi.gov/Credentialing/BoxingMMA/Contest.pdf>
- Pay permit fee of \$300.00. Permit is valid for a single event and is non-refundable and non-transferable and must be received between 30-90 days from date of event.
- Provide proof of insurance for each Fighter; minimum of \$25,000 in medical coverage and minimum of \$25,000 in life insurance.
- Provide ambulance service/EMTs and security personnel onsite during entire event.
- Provide floor plan of venue. Clearly indicate all emergency exits and number of locker rooms on plan.
- Provide name and license number of Matchmaker. Matchmaker application information is located at: <https://dsps.wi.gov/Credentialing/BoxingMMA/Matchmaker.pdf>
- Provide Fight Card, if available, with application.
- MMA events require a minimum of 8 bouts. Cancellations or substitutions must be reported to DSPS Program Director IMMEDIATELY.

3. Register event and pay \$100 fee at Mixed Martial Arts LLC

<http://abc.mixedmartialarts.com/?fa=login.RequestCreds> after DSPS confirmation of event date

DSPS will assign officials after Promoter and Matchmaker Licenses and Contest (Event) Permit are issued.

Minimum officials required at each event:

- 1 Referee at minimum fee of \$300.00
- 3 Judges at minimum fee of \$150.00 each
- 1 Timekeeper at minimum fee of \$75.00
- 1 Primary Ringside Physician at minimum fee of \$600.00, 1 Secondary Ringside Physician at minimum fee of \$300.00
- 3 Inspectors at minimum fee of \$150.00 each

These are minimum fees and do not reflect travel costs. Total officials costs will be communicated to Promoter prior to event.

DSPS will pay officials and invoice Promoter for reimbursement of all officials' fees upon completion of event. Invoices must be paid within 30 days from date of invoice.

4. Ensure Contestant (Fighter) and Seconds (Corners) licensing is complete

- Promoter is responsible for ensuring that all Fighters become licensed in Wisconsin. Bouts or events may be cancelled if licensure is not complete at least 10 calendar days prior to event.
- Promoter must e-mail Fight Card to DSPSCombativeSports@wisconsin.gov.
- DSPS will review license status of each Fighter to determine what requirements are needed to fulfill licensure and notify Promoter of outstanding requirements.
- All Seconds must be licensed to be in the locker room or cage/ringside. Application for Seconds License is located at: <https://dsps.wi.gov/Credentialing/BoxingMMA/Second.pdf>
- Fighters are allowed 3 licensed Seconds in cage/ringside and 2 in cage between rounds.
- Promoter determines number of complimentary tickets that will be given to Fighters for their Seconds.

5. Set location and time of Weigh-in

- Promoter is responsible for setting location and time of weigh-in.
- DSPS and Promoter will determine the time that Fighters need to arrive. Promoter is responsible for informing all Fighters of weigh-in time of arrival. Fighters arriving late or not making contracted weight may be suspended or assessed fines.
- Promoter must supply scale to be used at weigh-in.
- All Fighters on the card must receive a pre-fight physical during weigh-in.
- Fighters' meeting with DSPS representative and Referee will be conducted to review rules.
- Promoter must supply pregnancy tests if females are competing in event.

6. Set location and time of Event

- Promoter is responsible for setting location and time of event.
- DSPS and Promoter will determine the time that Fighters need to arrive. Promoter is responsible for informing all Fighters of time of arrival. Fighters arriving late may be suspended or assessed fines.
- DSPS will communicate with all officials on time of arrival to venue.
- Event must start at advertised time. Any potential delay must be discussed with DSPS Program Director IMMEDIATELY.
- Cage/ring must be set up prior to officials' arrival for inspection.
- Number of locker rooms and location must be set up as indicated on Contest Permit application.
- Ambulance and crew must be staged in venue and ready for immediate response.
- Security personnel must be in place and ready at the time that doors open to public. Security personnel's primary responsibility is crowd control and preventing crowd from approaching cage/ring.
- Promoter must supply the following:
 - DJ service and ring announcer
 - Blue and red duct tape for Fighters' gloves
 - Gloves for each Fighter - must be of same brand and weight for each bout and follow guidelines below. Fighters are NOT allowed to bring in and use their own gloves.
 - Pro Boxing – Minimum of 8 oz for Fighters under 140 pounds; minimum of 10 oz for Fighters over 140 pounds
 - Pro MMA – Minimum of 4 oz to maximum of 8 oz
 - Amateur MMA – Minimum of 6 oz to maximum of 8 oz
 - Water for officials and Fighters

7. Provide Post-Event information to DSPS

- Promoter must provide DSPS with number of ticket sales and comp tickets for event within 2 business days.
- Based on information provided, event fee will be assessed as follows:
 - 1 to 1,999 tickets = \$450
 - 2,000 to 4,999 tickets = \$2,200 plus gate fee equal to lesser of 5% of total gross ticket sales or \$4,000
 - 5,000 tickets or more = \$4,700 plus gate fee equal to lesser of 5% of total gross ticket sales or \$12,500
- Event fee will be added to invoice for officials' fees as mentioned in Item 4.