

# Check Out Wisconsin State Parks at Your Library FAQs

Questions By Topic

## The Basics: About the Passes

**Can each pass only be used once, or is a single pass able to be used by more than one patron?** Answer: Each daily admission pass is valid for a one-day, one-vehicle visit to a state park, forest, or recreation area. The passes are non-renewable and nonreusable.

**What is the price per pass?** Answer: \$5.

**Is there any chance that libraries will receive a discount on these passes in the future?**

Answer: The \$5 rate is a discounted rate available to libraries. At the gate, a patron would pay \$8-13 for a daily resident pass, depending on the property visited. Admission rates and additional info can be found at [dnr.wisconsin.gov/topic/parks/admission](https://dnr.wisconsin.gov/topic/parks/admission)

**Aren't senior daily passes only \$3?** Answer: That is correct; however, the \$5 day passes for the general public are a reduced bulk rate for the purpose of this program.

**Are the passes still being sold in set of 10?** Answer: Yes, passes are sold in sets of 10.

**Do the passes expire at all, or are they only able to be used the following year?** Answer: The passes do not expire. To clarify, any passes not used in 2023 can be used in 2024.

**There aren't any parks near our library, should we still participate in this program?**

Yes! Passes provide entry to 75 state parks, recreation areas and forests, plus over 500 boat access sites and thousands of miles of hiking, biking, and water trails. By offering even a few passes for check out at your library, you are helping to expand access to these natural areas. Respondents who took our patron feedback survey often wrote that checking out a pass through their library allowed them to experience a place they otherwise would not have been able to experience. If you would like information about properties that are in your area, let us know and we can help! Wisconsin is full of hidden gems just waiting to be discovered.

**What is the benefit to my library by participating?** We hope that by offering passes to library patrons, this program helps to both bring new patrons into libraries and increase use of many services already offered by libraries. Many libraries around the state offer outdoor recreation and nature related materials for use by library patrons. From snowshoes and fishing gear to bird watching kits and paddle boards, by bringing attention to these great offerings, we encourage pass users to utilize these resources. Additionally, libraries and state parks play an essential role in health and wellness. The mental, physical and communal benefits that both libraries and parks offer have shown to be beneficial to our health. We aim to continue to make local community connections and build relationships between librarians and state parks through this program.

**Why are we not able to reuse and check out the passes?** Answer: Under [Chapter 27.01\(7\)](#) of the Wisconsin Statute, the annual vehicle admission receipt and the daily vehicle

admission receipt shall be affixed by its own adhesive to the interior surface of the lower left-hand corner of the windshield of the vehicle.

## Using the Passes

**Previously, a date was required to be written on the pass when its check-out to patrons. This was problematic for patrons who didn't yet have a date in mind. Do we have to continue to write a date on the pass?** Answer: Yes. By writing a date or 3-day date range for use on the passes, it prevents them from being used more than once. Our staff have been instructed to look for a pass that is filled out to be considered valid.

If a patron is not sure when they want to visit a Wisconsin State Park System property, the patron could choose a 3-day window (such as Friday, Saturday, Sunday) or choose to come back at a later time to check out a pass once they have a date in mind.

**Does the 3-day date range have to be written in a particular format to be considered valid?** Answer: Instructions will be provided but are simple **2/3/24 - 2/5/24**.

**Are there stipulations to how far in advance the 3-day date range can be written?** Answer: No. If a library patron has a specific event or activity in mind for a certain date, they can request a pass ahead of time. They will still need to write a date/date range on the pass following the program guidelines; however, there is no limit as to how far in advance the pass can be written.

## 2024 Ordering

**\*When must our order for 2024 be submitted?** Answer: The pre-purchase window for 2024 has been **extended to Dec. 5, 2023**. There will be a pause on pass sales from Dec 7-Jan 1, after which passes can be purchased anytime during 2024.

**\* Is there a link to purchase 2024 passes?** Visit [dnr.wisconsin.gov/topic/outwigo/library](https://dnr.wisconsin.gov/topic/outwigo/library) to find instructions on how to purchase passes.

**Would you be able to provide guidance on the number of passes for a library of our size?** Answer: We suggest starting with 10-20 passes to gauge interest among your library patrons and local community. Passes are not required to be used within a specific year, so unused passes can be carried over and offered into the following year.

**What happens if the library doesn't sell all the passes it paid for?** Answer: Libraries should not be exchanging money with library patrons for passes purchased through the Check Out Wisconsin State Parks At Your Library program. Passes are to be made available to library card holders at no cost to meet the goal of reducing barriers and expanding access to the state park system for more citizens. Under state statute, only authorized agents may collect fees for vehicle admission receipts.

**Can the passes be returned, and a reimbursement made to the library?** Answer: At this time, passes that are purchased through this program are non-refundable. Passes are not required to be used within a specific year, so unused passes can be carried over and offered into the following year.

## Sample Pass

**Do you have a sample of a pass we can see?** Answer: See below:



The passes are slightly different in 2024 and will say day pass rather than hourly to reduce the confusion.

## Rules and Guidelines

**Do you only offer this for libraries, or can city rec programs offer this?** Answer: Only libraries at this time. However, there is the potential to partner with local city recreation programs to offer joint incentives where rec program participants are referred to libraries to check out passes.

**How do we handle a person who has a Wisconsin driver's license, but their car has out-of-state license plates? Can they use a pass?** Answer: The passes offered through this program are Resident Daily passes. They can only be used for admission for vehicles with Wisconsin license plates.

**Are libraries limiting passes to people so as not to have only a few people using them?** Answer: Patrons are encouraged to check out no more than one pass per family per month. Libraries may also ask patrons to limit to one check out per year or season if they prefer. Libraries may decide how to enforce this limit, if at all.

## Resources for Libraries

**Will the libraries who preorder also get the downloadable resources?** Answer: Yes the libraries who pre-order will have access to the downloadable materials. libraries to check out passes.

**Can you talk more about the passes available through the Green Tier Program?** Answer: In 2023, two Green Tier businesses donated funds for passes for libraries in their surrounding communities. Learn more about the Green Tier program and how to connect with a Green Tier business in your local community by visiting [dnr.wisconsin.gov/topic/GreenTier/Overview.html](https://dnr.wisconsin.gov/topic/GreenTier/Overview.html)

## Marketing and Communications

**We ordered 20 passes, and we have 10 left. How should we be advertising for this program?** Answer: There are tons of different ways to promote this program to your library patrons and local community members. Check out some of the suggestions below that were shared during our 11.14 Q&A session:

- *For my library I put together a pamphlet of all of the parks, rec areas and forests within a 100 miles of our library. Many didn't realize all that were there!*
- *We're thinking of combining the park passes with the [Wisconsin Explorer program](#).*
- *Displaying event posters for [DNR/Wisconsin State Park System events](#).*
- *Promote free equipment borrow/[equipment rentals](#). Many libraries have recreation equipment available for use by library patrons. Try pairing the park pass with things like snowshoes, fishing gear, binoculars or birding guides!*
- *Share your participating on social media.*
- *Invite Park staff to do programs or read a book.*
- *Offer special programs or activities that focus on outdoor recreation or environmental education.*
- *Some have used flyers in the library, a bulletin board, newsletters, social media, and word of mouth to distribute passes in 2023.*

**Can a library create a self-directed activity which includes a state park pass?** Answer: Absolutely! If your library participates in the DNR program to offer day passes, consider adding additional materials similar to take home kit. This kit could be counted as a self-directed activity.

**What are the requirements for an event to count as a program for purposes of the Annual Report?** Answer: A self-directed or drop-in activity created by library staff that is targeted to an individual or small group, such as a parent and child, to experience on their own time in the library, off-site, or at home.

1. An activity curated by library staff which provides cultural, recreational, or educational information.
2. Created for an individual to experience on their own time.
3. Available in the library, off-site, or to take away.

## Other Questions

**How many passes have been purchased in the state this year?** Answer: 4,295 passes were purchased in 2023.

**Are the State Park and Rec locations tracking the use of these passes that come through their properties? / Is the DNR keeping track of how many passes have been used?**

Answer: We have had libraries complete surveys to let us know how many are being used. There is also a survey for library patrons who use the passes to track use.