





WISCONSIN DEPARTMENT OF REVENUE  
PO BOX 8902  
MADISON, WI 53708-8902

**Contact Information:**

2135 RIMROCK RD PO BOX 8902  
MADISON, WI 53708-8902  
ph: 608-266-2776 fax: 608-264-6884  
email: DORBusinessTax@wisconsin.gov  
website: revenue.wi.gov

Letter ID L1907552144

ATTN DEANNA HAFNER  
KWIK TRIP, INC.  
PO BOX 2107  
LA CROSSE WI 54602-2107

## Wisconsin Department of Revenue Seller's Permit

**Legal/real name:** KWIK TRIP, INC.  
**Business name:** STOP-N-GO 1515  
2002 WINNEBAGO ST  
MADISON WI 53704-5317

- This certificate confirms you are registered with the Wisconsin Department of Revenue and authorized in the business of selling tangible personal property and taxable services.
- You may not transfer this permit.
- This permit must be displayed at the place of business and is not valid at any other location.
- If your business is not operated from a fixed location, you must carry or display this permit at all events.

**Tax Type**

**Account Type**

**Account Number**

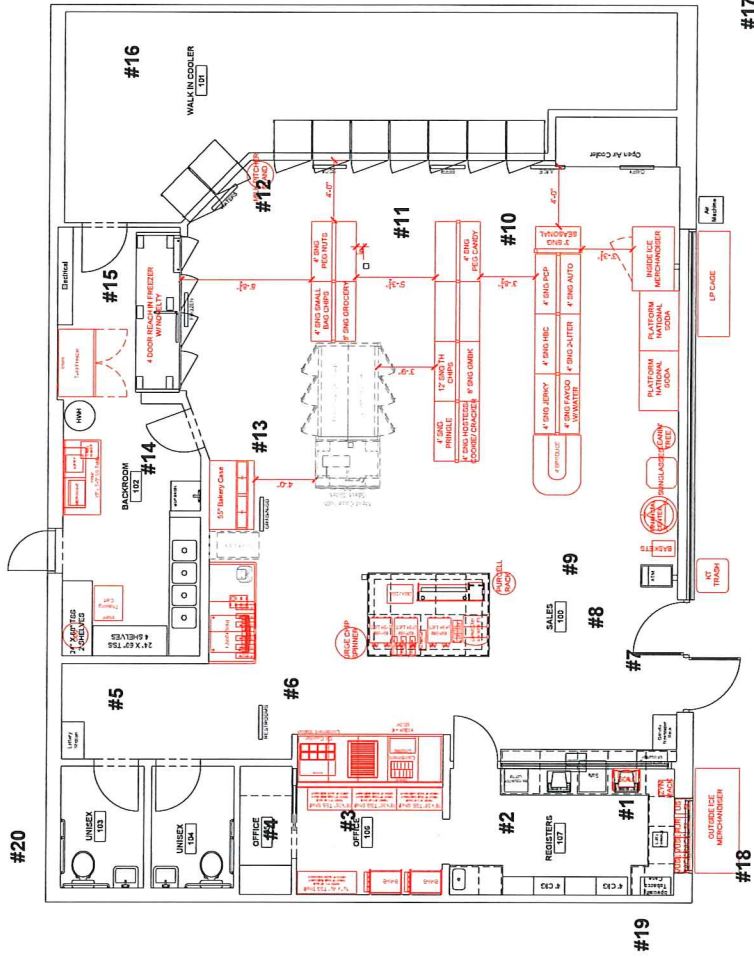
Sales & Use Tax

Seller's Permit

456-0000287614-03

# CCTV SECURITY SYSTEM

Electrician needs to pull a gray CAT6 cable from each camera location to the designated DVR PoE switch location.



KWIK TRIP, Inc.  
1525 OAK STREET  
LA CROSSE, WI 54602-2107  
PH. (608) 791-8988  
FAX. (608) 791-8960

24 HOUR REMODEL PLAN  
CONVENIENCE STORE #1515  
PHASE 1  
2002 Winnebago St.  
Madison WI

DATE	DESCRIPTION

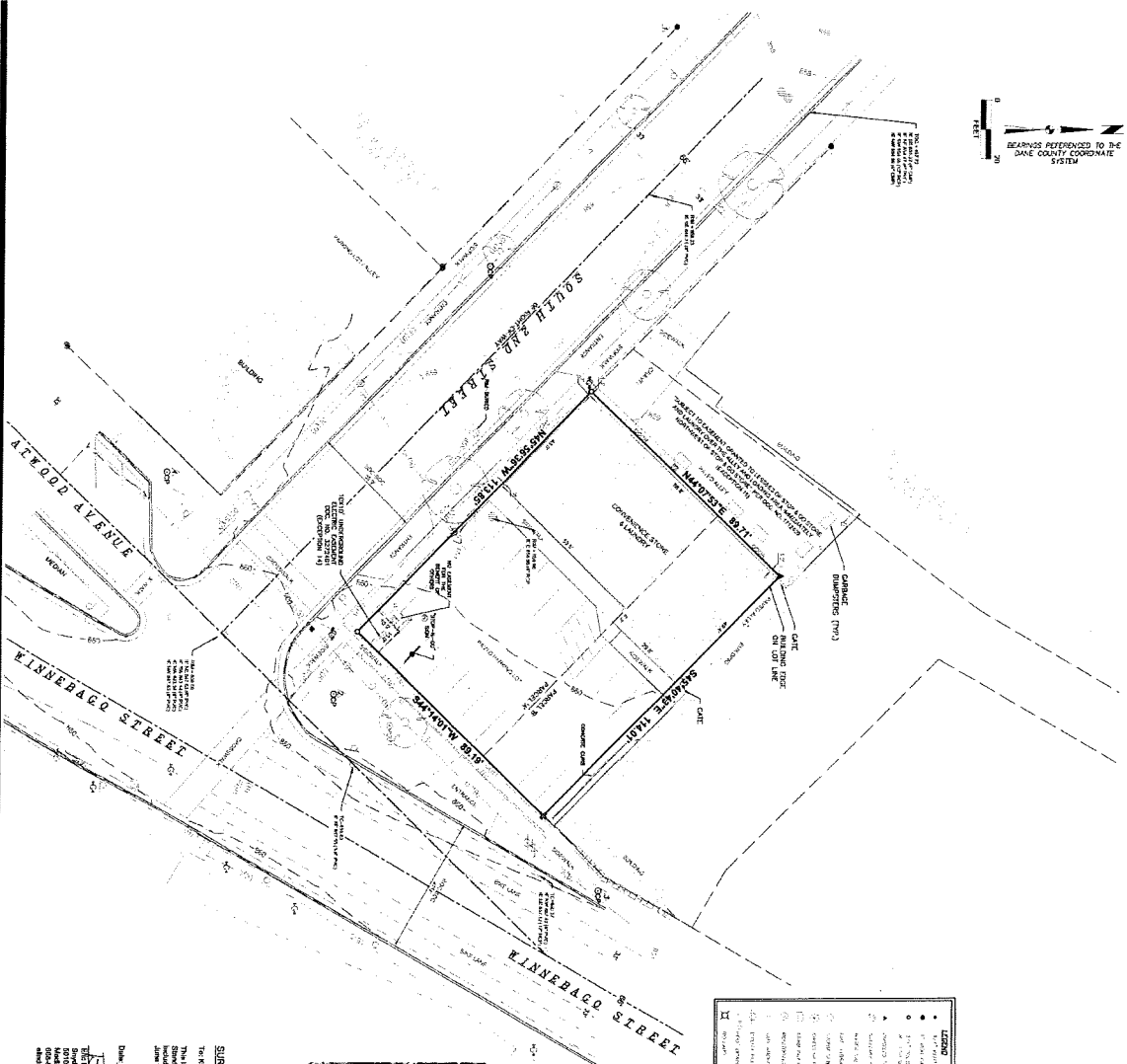
  

DRAWN BY	NAME
SCALE	1/8" = 1'-0"
PROJECT NO.	1515
DATE	PERMANENT
SHEET	1515

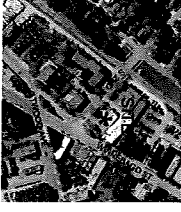
FLOOR PLAN  
1/8" = 1'-0"

# ALTA / NSPS LAND TITLE SURVEY

PART OF LOTS 7 AND 8, BLOCK 3 TERNER ADDITION TO MADISON, LOCATED IN THE CITY OF MADISON, DANE COUNTY, WISCONSIN



LEGEND	
(Symbol)	Property Line
(Symbol)	Survey Line
(Symbol)	Easement
(Symbol)	Structure
(Symbol)	Driveway
(Symbol)	Garage
(Symbol)	Building
(Symbol)	Lot
(Symbol)	Block
(Symbol)	Street
(Symbol)	Utility Line
(Symbol)	Other



VICINITY MAP NOT TO SCALE

### SURVEYOR CERTIFICATION

This is to certify that the map of part of the survey on which is shown were made in accordance with the 2013 Wisconsin Statutes, Chapter Trans. 115, and the Surveyors' Code of Ethics, and that the survey was conducted and completed on June 18, 2020.

Date: 6/18/2020  
 Signature: [Handwritten Signature]  
 Eric Snyder  
 Surveyor & Land Title Professional  
 Madison, WI 53718  
 608-263-0444  
 www.snyder-associates.com



- TABLE**
1. LOT 7, BLOCK 3, TERNER ADDITION TO MADISON, IN THE CITY OF MADISON, DANE COUNTY, WISCONSIN.
  2. LOT 8, BLOCK 3, TERNER ADDITION TO MADISON, IN THE CITY OF MADISON, DANE COUNTY, WISCONSIN.
  3. FLOOD ZONE CLASSIFICATION FOR THE SUBJECT PROPERTY IN ZONE X, AREA 1 IN THE CITY OF MADISON, DANE COUNTY, WISCONSIN. (FLOOD ZONE INFORMATION IS BASED ON THE FLOOD ZONE MAP FOR THE CITY OF MADISON, DANE COUNTY, WISCONSIN, DATED 11/11/2014, AND IS SUBJECT TO CHANGE.)
  4. CONCEPTUAL LAYOUT FOR THE SUBJECT PROPERTY IN ZONE X, AREA 1 IN THE CITY OF MADISON, DANE COUNTY, WISCONSIN. (CONCEPTUAL LAYOUT IS SUBJECT TO CHANGE.)
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**SNYDER & ASSOCIATES, INC.**

6010 VOGES ROAD  
 MADISON, WISCONSIN 53718  
 608-838-0444 | www.snyder-associates.com

**KWIK TRIP (#255)**

**2002, 2004 WINNEBAGO STREET** CITY OF MADISON, DANE COUNTY, WISCONSIN

MARK	REVISED	DATE	BY

Engineer: ENGR Checked By: EEL Scale: 1" = 20'  
 Technician: TECH Date: 06-18-2020 T-R-S: TTH-RWY-SS

Project No: 120.0494.30 Sheet 1 of 1

**Business Plan**

Kwik Trip, Inc. DBA

Stop-N-Go 1515

2002 Winnebago St.

Madison, WI

Opening: December 2020

Kwik Trip, Inc. is a Wisconsin corporation based out of La Crosse, Wisconsin. Kwik Trip is a vertically-based corporation with its own bakery, dairy, ice plant, beverage plant, trucking fleet and distribution center. The company has over 28,000 employees who work throughout Wisconsin, Minnesota and Iowa.

Kwik Trip, Inc. is in the process of purchasing the Stop-N-Go #255 convenience store. Approximately 25 to 30 coworkers will be employed at this convenience store with between two to five on staff at any given time. Positions will include a store manager, assistant managers, shift leaders, full time and part time employees who perform retail cashier, stocking and cleaning job duties.

The hours of operation of the store are to be 6:00am to 10:00pm. The products sold in the store will be typical of a small convenience store including packaged foods, grocery foods, dairy items, hot and cold beverages, bakery, fruits and vegetables, snacks, sundry items, tobacco products and off-sale alcohol.

The target market for the convenience store will be residential and business neighbors as well as those traveling through the area. The store will have a surveillance system to ensure the safety of our customers and employees.

Kwik Trip is applying for a beer and cider license. Kwik Trip has a point-of-sale system that ensures that products are sold only during allowed hours and that customer's identification is scanned before a sales transaction can be completed. All Kwik Trip employees complete an Alcohol and Tobacco computer-based training program. Employees who will be performing cashier duties will also complete the State-approved Responsible Beverage Operator training and obtain a City of Madison Operator Permit. Kwik Trip performs in-house compliance checks and has an Alcohol and Tobacco Sales policy that spells out the rewards and discipline for passed and failed compliance checks.

## Alcohol, CBD and Tobacco/Nicotine Sales Policy

You must ask for the guest's ID and scan/swipe the ID or enter the guest's birthdate on the register when guest is purchasing:

Alcohol, CBD and tobacco (including electronic cigarettes/liquid nicotine products) **and** they look younger than 30 years of age\*

\* **Exception:** 1.) Unless you have previously verified their age and ID, AND/OR 2.) Know the person by name and they are of legal age to purchase alcohol and tobacco products.

**Note:** Under no circumstances can a coworker accept the "OK" or approval by another coworker as a substitution for proper identification. The Coworker scanning the product must be the person checking the ID or approving the "Exception".

### Kwik Trip's Minimum Age Requirements to Purchase Restricted Products:

- CBD – 21+ years of age
- Tobacco (electronic cigarettes/liquid nicotine products) – 21+ years of age
- Alcohol – 21+ years of age

### Only these forms of guest ID are valid:

- Valid, picture US driver's license
  - o **MN:** An Expired ID is only a valid proof of age for the purchase of age restricted products when shown in conjunction with the new temporary ID.
  - o **WI:** The paper temporary Driver's license or ID card is a valid form of identification if it contains the photo and bar code used to check the age of the guest.
  - o **IA:** The paper temporary Driver's license or ID card is a valid form of identification if it contains the photo and bar code used to check the age of the guest. A License Renewal Kiosk or online/electronic renewal "Proof of Transaction" can be accepted as a valid ID for up to 21 days after the issue date, as long as it is still legible, when shown in conjunction with the expired ID. This is the only exception to the requirement to scan/swipe all IDs as it does not include a bar code.
- Valid, US State-issued picture identification card (must include picture and date of birth- example: an IA Donor Card)
- Picture US military identification
- Valid passport
- Valid Wisconsin or Minnesota Tribal Identification Card (must include legal name, date of birth, signature and photo of the enrolled tribal member)
- Valid Permanent Resident Card ("Green Card")

**However, if the ID is in question at all, DO NOT MAKE THE SALE!**

### Do Not sell alcohol to anyone who is:

- Obviously intoxicated
- Attempting to purchase before or after the selling hours established by your municipality

### Do Not sell alcohol, CBD, tobacco, electronic cigarette/liquid nicotine products to anyone who is:

- Going to give or resell the product(s) to an underage person
- Under the legal age
- Cannot produce a valid ID

### Kwik Trip's Minimum Age Requirements to Sell Age Restricted Products:

- Tobacco/CBD – 16 years of age
- Alcohol – 18 years of age

**Failure to ask for and swipe/scan the ID or manually enter the Birthdate on the register for any Guest, Company, City, State, or County Representative for alcohol, CBD, tobacco, electronic cigarette, and/or liquid nicotine purchases will result in:**

Violation	Retail Hourly Positions	Retail Salaried and Hourly Professional Positions
First Violation	Written warning with a suspension for three (3) working days without pay and mandatory retraining. The date of the first violation denotes the beginning of a 24-month monitoring period.	Written warning, the next merit increase will be postponed for 30 days, and mandatory retraining will be imposed. The date of the 1st violation denotes the beginning of a 24-month monitoring period.
Second Violation	A second violation within this 24-month period will result in a written warning with a suspension for five (5) working days without pay and mandatory retraining.	A second violation within this 24-month period will result in a written warning with a suspension for five (5) working days without pay and mandatory retraining.
Third Violation	A third violation within this 24-month period will result in termination of your employment with Kwik Trip, Inc.	A third violation within this 24-month period will result in termination of your employment with Kwik Trip, Inc.
Knowingly selling to a minor	Immediate termination of employment.	Immediate termination of employment.

**Note:** The violation standard outlined above is the same for any Store Leader whose store receives an Alcohol or Tobacco Licensing Violation issued by any City, County, or State agency.

**Note:** It is grounds for immediate termination for a coworker to knowingly sell age restricted products to guests not of legal age AND for a coworker not at/above Kwik Trip's minimum age requirements to sell age restricted items.

### Policy Enforcement

- Kwik Trip, Inc., and/or local agencies, will periodically send a mystery shopper to purchase alcohol, tobacco, electronic cigarette, or liquid nicotine products.
- If you ask for identification from the Kwik Trip mystery shopper, swipe the ID or enter the birthdate, and are wearing your nametag, you will receive a \$10.00 gift certificate.
- If you fail to ask for, and swipe/scan the ID or enter the Birthdate on the register for the identification of the mystery shopper, or any other mystery shopper from a government agency, you will be disciplined accordingly.
- All violations will be dated the day of the incident, when known. All other incidents will be dated the day that Kwik Trip, Inc. is made aware of the violation.
- If the original 24-month monitoring period expires and the individual has other violation(s), the date of the next violation denotes the beginning of a new 24-month monitoring period. Therefore, individuals with violations will be in a monitoring period until 24 months pass without a violation.

### Store Violations and Discipline:

- The Store Leader/acting Store Leader will receive a violation if a coworker fails any type of ID check prior to having completed the Alcohol and Tobacco/Nicotine Sales training.
- If your store has 2 violations of this policy within 6 months, the Store Leader will hold a mandatory re-training session with all store coworkers.
- If your store has 3 violations of this policy within 6 months, the Store Leader will work an alternate shift with the last offender. During their shift, the Store Leader will train and coach the coworker on how and when to verify ID for alcohol and tobacco products. In addition, the District Leader will hold a mandatory re-training session with all store coworkers.