



License Information Sheet

Form
CIG-info

Cigarette & Tobacco



\$100
License Fee



1 Year
License Term



s. 84-43
Code Reference
Milwaukee.gov/ordinances

Who Needs a License?



- Anyone selling, exchanging, bartering, disposing of, or giving away any cigarette, tobacco, or electronic vaping products



- Anyone offering tobacco-free or nicotine-free hookahs, provided no other tobacco or nicotine products are sold on site

Getting Started

- ☐ Review the License Quick-Start Guide
- ☐ Submit all of the following:
 - ☐ A complete application at www.milwaukee.gov/lms
 - ☐ Floor Plan (Form FLR)
 - ☐ State of Wisconsin Forms (CTV-100, 101, 102)
 - ☐ Payment

Quick-Start Guide



See our [Quick-Start Guide](#) for detailed instructions on submitting an application, licensing requirements, the approval process, and other important information.

Resources



Want to learn more?
Visit our website!

Milwaukee.gov/RedTapeRescue





Checklist

Easy As...

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1 Requirements

Before the License can be Issued:

- ☐ [Department of Financial Institutions Registration](#)

Who? Corporations, LLCs, and nonprofits must submit proof of registration to the License Division.

- ☐ [WI Seller's Permit](#)

Who? All applicants must submit a Wisconsin Seller's Permit to the License Division at the time of application.

2 Approval

Administrative Approval

If all of the license requirements are met, the license is issued.

3 Important

Additional City Licenses

You may need to apply for the following licenses:

- **Filling Station** ([FILL-Info](#))
- **Food** ([FOOD-Info](#))
- **Extended Hours** ([24HR-Info](#))
- **Public Entertainment Premises** ([PEP-Info](#))
- **Secondhand Dealer** ([SHD-Info](#))

Occupancy Permit

Businesses located in the city of Milwaukee must obtain an [occupancy permit](#). Contact the [Department of Neighborhood Services](#) for details.

State Permit

A state-issued [Tobacco Products Distributor Permit](#) is required if you are purchasing non-Wisconsin-taxed tobacco products from outside Wisconsin

Signage

You must post a sign where cigarette or tobacco products are sold stating that sale to anyone under the age of 21 is unlawful

Large
Print



Braille

Upon request, this material is available in alternative formats for individuals with disabilities. Contact ADACoordinator@milwaukee.gov, (414) 286-3475 or TTY: 711. Provide 72 hours advance notice, seven days for Braille.