



License Information Sheet

Form
HIC-info

Home Improvement Contractor



\$290
License Fee



2 Year
License Term



s. 95-14
Code Reference
Milwaukee.gov/ordinances

Who Needs a License?



- Anyone repairing/remodeling Milwaukee homes (6 or fewer units)
- Includes new construction and work on furnaces, chimneys, sidewalks, HVAC, fences, porches, sheds, garages & concrete



- Property owners making improvements to their own properties
- Landscape businesses only performing landscaping work
- State-licensed Electrical Contractors & Master Plumbers only performing electrical or plumbing work

Getting Started

- ☐ Review the License Quick-Start Guide
- ☐ Submit all of the following:
 - ☐ A complete application at www.milwaukee.gov/lms
 - ☐ Certificate of Insurance (Form INS)
 - ☐ Passport-Size Color Photo (Sole Proprietors Only) - See form PIC-info
 - ☐ 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...

Form HIC-Info Jan. 2026

1 Requirements

To Complete Your Application for Review:

- ☐ [Fingerprinting](#)

Who? Everyone listed on the Business Ownership Form

Before the License can be Issued:

- ☐ [Contact the Department of Neighborhood Services](#)

Who? Businesses located in the city of Milwaukee must obtain an [occupancy permit](#).

Businesses located in the city of Milwaukee **and** operating out of a home must instead obtain a [Home Occupation Statement](#).

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

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

2 Approval

Background Investigation

After everyone reports for fingerprinting, the Milwaukee Police Department completes a background check and sends a report to the License Division.

No Items or Objections

If there are no items on the police report, no objections on file, and all other requirements are met, the license is issued.

Items or Objections

- If there are items on the police report of objections on file, you may receive a notice to appear before the Licenses Committee
- If the Licenses Committee recommends granting the license, it goes to the Common Council for final approval.

3 Important

Salesperson License

- Anyone soliciting home improvements at any place other than the licensed business location must obtain a Salesperson License (see [Form HIS-Info](#))
- **Exemptions:** Sole Proprietors and 100% owners of companies that hold a Home Improvement Contractor License *do not* need a Salesperson License

Master Plumbers & State-Licensed Electricians

You must register with the Department of Neighborhood Services

- Electrical: (414) 286-2532
- Plumbing: (414) 286-3361

Concrete Contractors

You must obtain a license from the Department of Neighborhood Services

State of WI Credentials

Contact the [WI Department of Safety and Professional Services](#) at (608) 266-2112 for details.

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