



RECYCLING, SALVAGING OR TOWING LICENSE VEHICLE CHANGE PROCEDURES

OFFICE OF THE CITY CLERK LICENSE DIVISION
200 E. WELLS ST. ROOM 105, MILWAUKEE, WI 53202
(414) 286-2238 E-MAIL ADDRESS: LICENSE@MILWAUKEE.GOV
WWW.MILWAUKEE.GOV/LICENSE

Application

Complete and submit the "Vehicle Change Form" (ccl-vehamend) along with the \$10 fee*.

*If you hold a Recycling, Salvaging or Towing Vehicle License for only one vehicle, the fee to add a second vehicle is \$125. The fee to add any vehicles after that will be \$10.

If you are changing vehicles, your permit number will remain the same. If you are adding a vehicle, you will be assigned a permit number at time of application, along with signage and photograph instructions.

Signage & Photograph Requirement

Before a permit sticker will be issued, a photograph of each side of each vehicle with the required signage wording clearly visible must be submitted to our office. You can bring the photographs into our office or send them by postal mail or email at license@milwaukee.gov.

Signs must be printed or affixed in a prominent position on both sides of the vehicle with letters not less than 2 inches in height. The wording on the signs must include:

- Name of the business or person operating the vehicle
- Telephone number for the business or person
- "RST" and your assigned permit number (which you will receive upon filing your application).

Commercial motor vehicles, excluding tow trucks, bearing a U.S. Department of Transportation number filed and registered with the Federal Motor Carrier Safety Administration are exempt from the signage requirement. However, photograph(s) must still be submitted as proof.

Issuance

Upon receipt of the application, payment of the fee, and photographs, the new permit will be issued.

Authorized Representative Statement

Permits will be issued only to the vehicle owners, unless an Authorized Representative Statement is on file with the License Division authorizing another person to pick up permits.

Regulations

- Milwaukee Code of Ordinances Ch. 93
- www.milwaukee.gov/ordinances

