

DEPARTMENT USE ONLY

Permit Number
Period Covered
Date of Issuance

LIMITED MANUFACTURER PERMIT APPLICATION

Wisconsin Department of Revenue
Mail Stop 5-107
PO Box 8900
Madison, WI 53708-8900
Phone: (608) 261-6435
Fax: (608) 261-7049

Legal Name (Corporation, Limited Liability Company, Partnership, or Sole Proprietorship)		Federal Employer ID Number	Social Security Number
Business Name (DBA) (if different than Legal Name)		Telephone No. ()	
Business Address (permit location)		Business located in	Business Telephone ()
City or Post Office	State	Zip Code	County
Mailing Address (if different than Business Address)		City or Post Office	State Zip Code

FEE
\$20.00 Business Tax Registration

GOVERNING STATUTE
125.52

1. Description of premises where alcohol will be manufactured and stored.

2. Organization (check one)

- Sole Proprietor
- Partnership
- Wisconsin Corporation - Enter date incorporated: _____
- Out-of-State Corporation - Are you registered to do business in Wisconsin? Yes No
- Other-Describe: _____

- If Governmental Unit, check appropriate box
 - Federal County Tribal
 - Wisconsin State Local
 - Limited Liability Company - Enter date registered with Department of Financial Institutions: _____
- For federal income tax purposes, will the LLC be taxed as a:
- Single member LLC disregarded as a separate entity
 - Partnership Corporation

3. Federal permit issued.

Type _____ Number _____ Date _____

4. Have you taken over the business of another permittee? Yes No If Yes, indicate name and address of predecessor.

Name _____
Address _____

5. Profession or business.

6. Purpose for which alcohol will be used. (Describe in detail)

7. Estimated amount in gallons to be manufactured monthly.

Declaration (All applicants complete this section)

I declare under penalties of the law that I have examined this information and to the best of my knowledge it is true, correct, and complete.

Signature	Title	Date
Signature	Title	Date

NOTE: If applicant is a corporation, the president and the secretary must sign. If applicant is a partnership, two partners must sign. If a limited liability company, two members must sign unless the limited liability company only has one member.

INSTRUCTIONS

WHO NEEDS A LIMITED MANUFACTURER PERMIT

You must obtain a Limited Manufacturer permit to manufacture ethyl alcohol (ethanol) which must be denatured and used as fuel.

FEES TO OBTAIN A LIMITED MANUFACTURER PERMIT

There is a \$20 Business Tax Registration fee for the permit. Permit fees are statutory. They cannot be prorated and are not refundable. Send your completed application and make your remittance payable to: Wisconsin Department of Revenue, Mail Stop 5-107, PO Box 8900, Madison, WI 53708-8900.

EXPIRATION/RENEWAL OF LIMITED MANUFACTURER PERMITS

The permit is renewed every two years. A \$10 renewal fee applies. The Secretary of Revenue may revoke a permit prior to its renewal date for just cause.

Permittees with outstanding fees and/or reports will not be allowed to renew their permit.

KEEPING COMPLETE AND ACCURATE RECORDS

If no ethanol is sold, no monthly reports are required to be filed by a holder of a limited manufacturer's permit. However, each permittee must maintain records of production, inventory, and disposition of all alcohol manufactured for a minimum of four years. These records and the premises must be accessible for inspection by representatives of this department during normal working hours.

RESPONSIBILITIES OF A PERMITTEE

1. All fuel used in a licensed motor vehicle, including alcohol or gasohol, is subject to Wisconsin's motor vehicle fuel tax. An annual alcohol fuel tax report must be filed to account for the disposition of the alcohol produced. This report is due whether or not there was production for the year. Failure to file this report when due will result in a \$10.00 penalty.
2. A federal permit must be obtained. All information requested on the application must be furnished and the fee paid before the Wisconsin permit can be issued. No production may begin until the permit has been issued. The address to which you should apply for a federal permit is: Bureau of Alcohol, Tobacco & Firearms, Federal Building, 1000 N. Water St. Ste. 1710, Milwaukee, WI 53202 – Phone: 1-877-882-3277.

ASSISTANCE AND FORMS

Information, forms, and assistance are available at our Madison office:

2135 Rimrock Road
Madison WI 53713
(608) 261-6435

or write to:

Mail Stop 5-107
PO Box 8900
Madison WI 53708-8900
FAX (608) 261-7049
E-mail: excise@revenue.wi.gov

INTERNET ADDRESS

You can access the department's website 24 hours a day, seven days a week, at www.revenue.wi.gov. From this website, you can:

- Complete electronic fill-in forms
- Download forms, schedules, instructions, and publications
- View answers to frequently asked questions
- E-mail us for assistance