



How to Start a Business in Wisconsin Checklist

1. Form your business. ☐

1.1. Review formation options in Wisconsin. ☐

The state of Wisconsin recognizes four types of business structures. Choose the business structure that suits your business.

1.2. Name your business. ☐

Confirm name availability with the Wisconsin Department of Financial Institutions (DFI). If your name is available, you complete and file a Name Reservation Application with the Secretary of State.

1.3. Get an employer identification number. ☐

Apply for an EIN with the IRS.

1.4. Register your business in Wisconsin. ☐

For LLCs, corporations, LPs, and LLPs, you must complete and file your formation documents with the Wisconsin Secretary of State. Sole proprietorships and general partnerships are not obligated to file formal documents.

1.5. Obtain necessary permits and licenses. ☐

Wisconsin does not have a statewide business license. Contact regulatory agencies or state departments for information on which licenses apply to your business.

2. Register your business for taxes. ☐

2.1. Register for a sales tax. ☐

You can register for sales tax with the Wisconsin Department of Revenue using their online application platform.

2.2. Register for withholding tax. ☐

Check the state's criteria for withholding tax to verify that your business qualifies. If liable, you must register for withholding tax with the Wisconsin Department of Revenue.

2.3. Register for premier resort area tax. ☐

Check the state's Department of Revenue website to verify that you qualify for premier resort area tax. If you do qualify, you can register using your My Tax Account.

3. Hire employees and report them to the state. ☐

3.1. Go to the Wisconsin Department of Workforce Development website. ☐

All new employees must be reported to the New Hire Reporting center within 20 days of employment. You can register on the Department of Workforce Development's website.

3.2. Obtain Workers' Compensation Insurance. ☐

Check workers' compensation requirements and rates on the Department of Workplace Development's website. If you are liable, register on the website.

3.3. Display mandatory posters in your place of business. ☐

Check the Department of Workplace Development's list of mandatory state requirements and print them out. Display all posters in a popular area.