



Statewide Operator's Permit Lookup Tool

User Guide for the Operator's Permit Lookup

1. BACKGROUND

2023 Wisconsin Act 73, enacted on December 7, 2023, added a statewide operator's (bartender's) permit that is issued by the Division of Alcohol Beverages. A statewide operator's permit is valid in all municipalities in Wisconsin. This lookup tool allows permit holders, clerks, law enforcement, and others to determine the validity of an operator's permit. For more information about Operator's Permits, including qualifications, fees, and application process see [Fact Sheet 3104, Operator's Licenses and Permits](#).

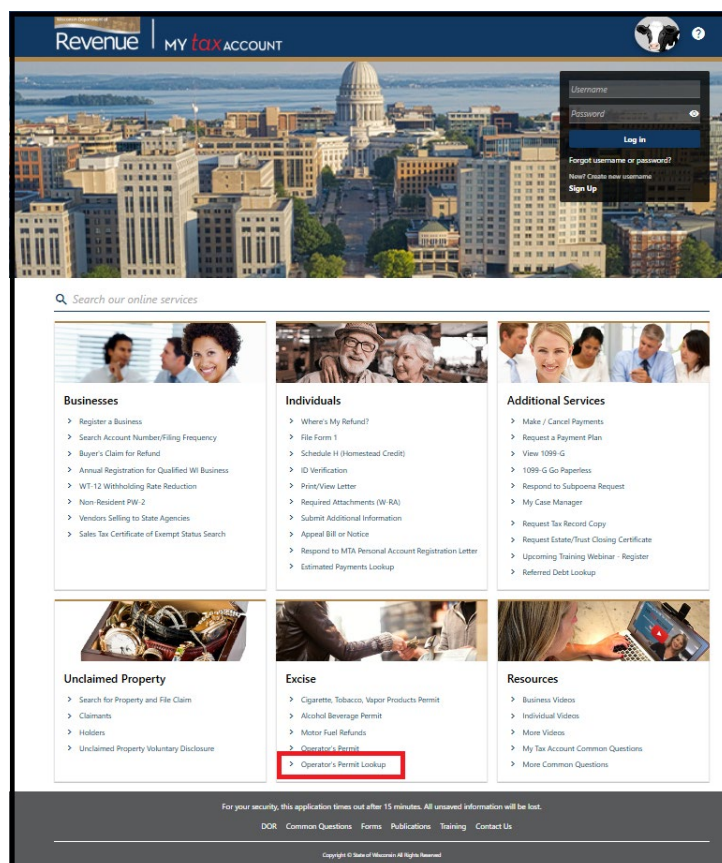
2. USE OPERATOR'S PERMIT LOOKUP TO VERIFY THE STATUS OF OPERATOR'S PERMITS

To use the lookup tool, you must have one of the following:

- The legal first and last name of the person who holds the permit
- The operator's permit account number

To open the lookup:

- From the Department of Revenue's My Tax Account landing page, [MTA](#), find the tile labeled "Excise" and click on "Operator's Permit Lookup"



This screen appears:

Wisconsin Department of Revenue | MY *tax* ACCOUNT

< Home

Operator's Permit Lookup

Enter legal name

First Name

Last Name

Enter operator's permit account number

Account Number

Search

- Enter the First and Last Name OR the account number exactly as written to ensure the correct record is visible.
- Even one space before or after the names and/or account number will result in **"no results found."**

Wisconsin Department of Revenue | MY *tax* ACCOUNT

< Home

Operator's Permit Lookup

Enter legal name

First Name

JOE

Last Name

DOE

Enter operator's permit account number

Account Number

No results found

Search

- If the information you entered was correct, a result from the look up tool that reads "no results found" means that the person or permit you are trying to validate does not hold a valid operator's permit.

Wisconsin Department of Revenue | MY *tax* ACCOUNT

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Operator's Permit Lookup

Enter legal name

First Name
JOSEPHINE

Last Name
EXAMPLE

Enter operator's permit account number

Account Number

First Name	Middle Initial	Last Name	County of Registration	Expiration Date	Show History
JOSEPHINE		EXAMPLE	MONROE	31-Jul-2027	

Search

- The example above demonstrates a hit on a valid operator's permit account.
- From this page, you can enter in a new First and Last Name or permit account number and click "Search" to verify additional operator's permits.

Your My Tax Account session has expired due to inactivity. You may now close this window or click the link below to return to the logon page.

[Click Here to Return to MTA](#)

For your security, this application times out after 15 minutes. All unsaved information will be lost.

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- The system will time out after 15 minutes on the permit lookup page, returning the screen above.
- You may click the link to return to My Tax Account ([MTA](#)) and find the "Excise" tile and click "Operator's Permit Lookup" if you have additional permits to verify.

3. CONTACT INFORMATION

Contact the Division of Alcohol Beverages at (608) 266-2526 or DORAlcohol@wisconsin.gov with questions about how to use the Operator's Permit Lookup Tool or the results of your search.