

## Off-Sale Liquor License Renewal

- \_\_\_\_\_ City application for "Renewal Off-Sale Liquor" license
- \_\_\_\_\_ State Form 9093 – "Renewal of Liquor, Wine, Club or 3.2% Licenses"
- \_\_\_\_\_ Insurance - - -

Minnesota Statutes 34A.409, Subd. 1, provides that no retail license may be issued, maintained or renewed unless the applicant demonstrates proof of financial responsibility with regard to liability imposed by Section 34A.801. Proof of financial responsibility may be given by filing:

- (a) A certificate that there is in effect an insurance policy or pool providing the following minimum coverages:
  - (1) \$50,000 because of bodily injury to any one person in any one occurrence  
and, subject to the limit for one person, in the amount of \$100,000 because of bodily injury to two or more persons in any one occurrence and in the amount of \$10,000 because of injury to or destruction of property of others in any one occurrence.
  - (2) \$50,000 for loss of means of support of any one person in any occurrence, and subject to the limit for one person, \$100,000 for loss of means of support of two or more persons in any one occurrence; or
- (b) A bond of surety company with minimum coverages as provided in Clause (a) above, or
- (c) A certificate of the State Treasurer that the licensee has deposited with the State Treasurer \$100,000 in cash or securities which may legally be purchased by savings banks or for trust funds having a market value of \$100,000. However, the City of Brainerd Ordinance No. 803 provides that all license holders must demonstrate financial responsibility and not just those with sales exceeding \$10,000 per year. Therefore, a liability insurance certificate must accompany your application - showing the City of Brainerd as the certificate holder. All liquor liability coverage shall completely cover the license period (the date of coverage must run from July 1 to June 30). The liability policy must include a provision that the insurer may not cancel coverage without ten (10) days written notice to the City and Commissioner of Public Safety.

- \_\_\_\_\_ Proof of Workers Comp coverage form
- \_\_\_\_\_ Tax Clearance information form
- \_\_\_\_\_ Authorization and Release form
- \_\_\_\_\_ License fee of \$200 (*receipt to 101-32110*)

# CITY OF BRAINERD OFF-SALE LIQUOR LICENSE APPLICATION

Whoever shall knowingly and willing falsify the answers to the following questionnaire shall be deemed guilty of perjury and shall be punished accordingly. In answering the following questions "APPLICANTS" shall be governed as follows: For a partnership, one of the partners shall execute this application for all members of the partnership. For a corporation, one officer shall execute this application for all officers, directors and stockholders.

*Please print*

Applicant Legal Name (Individual, Partner, Officer of Corporation) \_\_\_\_\_  
Applicant Corporation Name \_\_\_\_\_  
Doing Business As \_\_\_\_\_  
Business Address \_\_\_\_\_  
Business Phone Number \_\_\_\_\_  
Home Address \_\_\_\_\_

\_\_\_\_\_ \$200 Off Sale-Liquor License

(Names of officers, directors and stockholders)

\_\_\_\_\_

State whether applicant, or any associates in this application have ever had an application for a liquor license rejected by any City or State authority; if so, give date and details \_\_\_\_\_

Has the applicant and associates in this application during the five years immediately preceding this application ever had a license under the MN Liquor Control Act revoked for any violation of such laws or local ordinances; if so, give date and details \_\_\_\_\_

State whether the applicant or any associates in this application during the past five years were ever convicted of any liquor law violations or any crime in this State or any other state, or under Federal Laws; if so, give date and details \_\_\_\_\_

Applicant and associates in this application will strictly comply with all the Laws of the State of Minnesota governing the taxation and the sale of intoxicating liquor; rules and regulations promulgated by the Liquor Control Director; and all ordinances of the City; and I hereby certify that I have read the foregoing questions and that the answers to said questions are true of my own knowledge.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

(SEAL)

Notary Public

\_\_\_\_\_ County

This is to certify that the applicant, or his associates, named herein have not been convicted within the past five years for any violation of laws of the State of Minnesota, or City Ordinances relating to Intoxicating Liquor, except as hereinafter stated:

Chief of Police Signature \_\_\_\_\_ Date \_\_\_\_\_

Fire Chief Signature \_\_\_\_\_ Date \_\_\_\_\_

Council Approval Date \_\_\_\_\_ License Number \_\_\_\_\_

# Certificate of Compliance Minnesota Workers' Compensation Law

**PRINT IN INK or TYPE.**

Minnesota Statutes, Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business or engage in any activity in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Minnesota Statutes, Chapter 176. The required workers' compensation insurance information is the name of the insurance company, the policy number, and the dates of coverage, or the permit to self-insure. If the required information is not provided or is falsely stated, it shall result in a \$2,000 penalty assessed against the applicant by the commissioner of the Department of Labor and Industry.

**A valid workers' compensation policy must be kept in effect at all times by employers as required by law.**

BUSINESS NAME (Individual name only if no company name used)	LICENSE OR PERMIT NO (if applicable)
--	--------------------------------------

DBA (doing business as name) (if applicable)

BUSINESS ADDRESS (PO Box must include street address)	CITY	STATE	ZIP CODE
---	------	-------	----------

**YOUR LICENSE OR CERTIFICATE WILL NOT BE ISSUED WITHOUT THE FOLLOWING INFORMATION. You must complete number 1, 2 or 3 below.**

**NUMBER 1 COMPLETE THIS PORTION IF YOU ARE INSURED:**

INSURANCE COMPANY NAME (not the insurance agent)

WORKERS' COMPENSATION INSURANCE POLICY NO.	EFFECTIVE DATE	EXPIRATION DATE
--	----------------	-----------------

**NUMBER 2 COMPLETE THIS PORTION IF SELF-INSURED:**

I have attached a copy of the permit to self-insure.

**NUMBER 3 COMPLETE THIS PORTION IF EXEMPT:**

I am not required to have workers' compensation insurance coverage because:

- I have no employees.
- I have employees but they are not covered by the workers' compensation law. (See Minn. Stat. § 176.041 for a list of excluded employees.) Explain why your employees are not covered: \_\_\_\_\_
- Other: \_\_\_\_\_

**ALL APPLICANTS COMPLETE THIS PORTION:**

**I certify that the information provided on this form is accurate and complete. If I am signing on behalf of a business, I certify that I am authorized to sign on behalf of the business.**

APPLICANT SIGNATURE (mandatory)	TITLE	DATE
---------------------------------	-------	------

**NOTE: If your Workers' Compensation policy is cancelled within the license or permit period, you must notify the agency who issued the license or permit by resubmitting this form.**  
This material can be made available in different forms, such as large print, Braille or on a tape. To request, call 1-800-342-5354 (DIAL-DLI) Voice or TDD (651) 297-4198.

CITY OF BRAINERD

FORM SP:C1 - TAX CLEARANCE INFORMATION

Pursuant to Minnesota Statute 270.72 Tax Clearance: Issuance of Licenses. The licensing authority is require to provide to the Minnesota Commissioner of Revenue your Minnesota business tax identification number and the social security number of each license applicant.

Under the Minnesota Government Data Practices Act and the Federal Privacy Act of 1974, we are required to advise you of the following regarding the use of this information:

1. This information may be used to deny the issuance, renewal or transfer of your license in the event you owe the Minnesota Department of Revenue delinquent taxes, penalties, or interest:
2. Upon receiving this information, the licensing authority will supply it only to the Minnesota Department of Revenue. However, under the Federal Exchange of Information Agreement the Department of Revenue may supply this information to the Internal Revenue Services :
3. Failure to supply this information may jeopardize or delay the processing of your licensing insurance or renewal application.

Please supply the following information and return along with your application to the agency issuing this license. Do not return to the Department of Revenue.

LICENSE BEING APPLIED FOR OR RENEWED:

LICENSING AUTHORITY: City of Brainerd

LICENSE RENEWAL DATE:

PERSONAL INFORMATION (if applicable):

Applicant's Name \_\_\_\_\_

Applicant's Address \_\_\_\_\_

\_\_\_\_\_  
City State Zip Code

Social Security Number \_\_\_\_\_

BUSINESS INFORMATION (If applicable):

Business Name \_\_\_\_\_

Business Address \_\_\_\_\_

\_\_\_\_\_  
City State Zip Code

Minnesota Tax Identification Number \_\_\_\_\_

Federal Tax Identification Number \_\_\_\_\_

If Minnesota Tax Identification number is not required, please explain on the reverse side.

\_\_\_\_\_  
Signature Position(Officer, Partner, Individual, Etc.)



# CITY OF BRAINERD

## AUTHORIZATION & RELEASE

The undersigned, having filed an application with the City of Brainerd realizing that the City has need to investigate the background and history of the applicant in order to better evaluate his or her application, does hereby authorize and request every law enforcement official and every other person, firm, officer, corporation, association, organization or institution having control of any documents, records or other information pertaining to me to furnish the original or copies of any such documents, records and other information to the City or any of its representatives and to permit said City or any of its representatives to inspect and make copies of any such documents, records and other information. I further authorize any such persons to answer any inquiries, questions or interrogatories concerning the undersigned which may be submitted to them by the City or its authorized representative. I fully understand that the information so obtained by the City may be used by it in its evaluation of my application.

I hereby release and exonerate any person who shall comply with the authorization and request made herein from any and all liability of every nature and kind growing out of and in any way pertaining to the furnishing or inspection of such documents, records and other information.

### Please complete the following information:

Full Name (please print): \_\_\_\_\_  
First Middle Last

Date of Birth: \_\_\_\_\_

Please list **all** other names you are or have been known by, to include maiden name, previous married names, alias names, and nicknames: \_\_\_\_\_

Address: \_\_\_\_\_  
Street Address City State Zip

Previous Address: \_\_\_\_\_  
Street Address City State Zip

\_\_\_\_\_  
**SIGNATURE OF APPLICANT**

\_\_\_\_\_  
**DATE**

State of \_\_\_\_\_

County of \_\_\_\_\_

On \_\_\_\_\_, \_\_\_\_\_ personally appeared before me to be the signer of  
Date Full Legal Name of Applicant

this document.

\_\_\_\_\_  
Signature of Notary Public

\_\_\_\_\_  
My Commission Expires

(SEAL)

Minnesota Department of Public Safety  
**ALCOHOL AND GAMBLING ENFORCEMENT DIVISION**  
 444 Cedar St., Suite 222, St. Paul, MN 55101-5133  
 (651) 201-7507 FAX (651) 297-5259 TTY (651) 282-6555

**RENEWAL OF LIQUOR, WINE, OR CLUB LICENSE**

No license will be approved or released until the \$20 Retailer ID Card fee is received by MN Liquor Control

**Licensee:** Please verify your license information contained below. Make corrections if necessary and sign. City Clerk/County Auditor should submit this signed renewal with completed license and licensee liquor liability for the new license period. **City Clerk/County Auditor is also required by M.S. 340A.404 S. 3 to report any license cancellation.**  
 License Code \_\_\_\_\_ License Period Ending \_\_\_\_\_ ID # \_\_\_\_\_  
 City/County where license approved \_\_\_\_\_

Licensee Name \_\_\_\_\_

Trade Name \_\_\_\_\_

Licensed Location address \_\_\_\_\_

City, State, Zip Code \_\_\_\_\_

Business Phone \_\_\_\_\_

**LICENSE FEES:** Off Sale \$ \_\_\_\_\_ On Sale \$ \_\_\_\_\_ Sunday \$ \_\_\_\_\_

By signing this renewal application, applicant certifies that there has been no change in ownership, corporate officers, partners, home addresses, or telephone numbers. If changes have occurred during the past 12 months, please give details on the back of this renewal, then sign below.

**Applicant's signature on this renewal confirms the following: Failure to report any of the following will result in fines.**

1. Licensee confirms that it has never had a liquor license rejected by any city/township/county in the state of Minnesota. If ever rejected, please give details on the back of this renewal, then sign below.
2. Licensee confirms that for the past five years it has not had a liquor license revoked for any liquor law violation (state or local). If a revocation has occurred, please give details on the back of this renewal, then sign below.
3. Licensee confirms that during the past five years it or its employees have not been cited for any civil or criminal liquor law violations. If violations have occurred, please give details on back of this renewal, and then sign below.
4. Licensee confirms that during the past license year, a summons has not been issued under the Liquor Liability Law (Dram Shop) MS 340A.802. If yes, attach a copy of the summons, then sign below.
5. Licensee confirms that Workers Compensation insurance is in effect for the full license period.
6. Licensee confirms that it has no interest directly or indirectly in another liquor establishment, be it manufacture, distribution or retail, or if so give details on the back of this renewal.

**Licensee has attached a liquor liability insurance certificate that corresponds with the license period in the city/county where the license is issued. \$100,000.00 in cash or securities or a \$100,000.00 surety bond may be submitted in lieu of liquor liability**

Licensee

Signature \_\_\_\_\_ Date \_\_\_\_\_

(Signature certifies all above information to be correct and license has been approved by city/county.

City Clerk/County Auditor Signature \_\_\_\_\_ Date \_\_\_\_\_

(Signature certifies that an on-sale intoxicating liquor license has been approved by the city/county as stated above).

County Attorney Signature \_\_\_\_\_ Date \_\_\_\_\_

County Board issued licenses only (Signature certifies licensee is eligible for license)

Police/Sheriff Signature \_\_\_\_\_ Date \_\_\_\_\_

(Signature certifies licensee or associates have been checked for any state/local liquor law violations (criminal/civil) during the past five years. Report violations on back, and then sign here.

**A \$30.00 service charge will be added to all dishonored checks. You may also be subjected to a civil penalty of \$100.00 or 100% of the value of the check, whichever is greater, plus interest and attorneys fees.**

PS 9093-2009

**Indicate below changes of corporate officers or partners, including: home addresses or telephone numbers. NOTE: Officers or partners may not be a person under 21 years of age.**

---

---

---

**Report below, details of liquor law violations, both civil and criminal including dates and offenses, fines or other penalties; including Liquor Control penalties. NOTE: Incorrect or incomplete information is considered to be willfully fraudulent and is subject to legal recourse including fines and/or license suspension or revocation.**

---

---

---

**Report below details involving any license rejections or revocations. NOTE: Incorrect or incomplete information is considered to be willfully fraudulent and is subject to legal recourse including fines and/or license suspension or revocation.**

---

---

---

---

---

**City/County Comments:**

---

---

---

---

---

No. \_\_\_\_\_

Fee \$ \_\_\_\_\_



City \_\_\_\_\_

County \_\_\_\_\_

## OFF SALE LIQUOR LICENSE

THIS CERTIFIES THAT:

LICENSEE \_\_\_\_\_

TRADE NAME \_\_\_\_\_

STREET ADDRESS OR LOT AND BLOCK NO \_\_\_\_\_

Is authorized to sell intoxicating liquor at off sale subject to the laws and regulations of the State of Minnesota and municipal ordinances for the

Period beginning \_\_\_\_\_ to \_\_\_\_\_

THIS LICENSE IS APPROVED

\_\_\_\_\_  
Mayor or President  
Given under my hand and the Municipal Corporate Seal

City of \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_  
Alcohol & Gambling Enforcement Director      Date

PS9008-03(6/03)

\_\_\_\_\_  
CLERK or Recorder