



City of Minneapolis
Licenses and Consumer Services
 350 South 5th Street – Room 1
 Minneapolis, MN 55415–1391
 Phone: 612-673-2080
 Fax: 612-673-3399 TTY: 612-673-2157
www.minneapolismn.gov/business-licensing

For Office Use Only
 Expiration: August 1
 AP: BLLiqCater
 MCO: 360.30
 Adm Issuance: Yes

LICENSE APPLICATION

License Type: Liquor Catering

DEFINITION: An on-sale liquor license holder with a State of Minnesota Liquor Catering Permit may apply for a Minneapolis license to provide food and alcohol at an unlimited number of private events and up to four public events, not to exceed a duration of three consecutive days, per calendar year. For each event with alcohol service, liquor caterers shall send Business Licenses the required [Notification Form](#) at least 24 hours in advance and obtain required permits.

1. BACKGROUND INFORMATION

Corporate/Trade Name:	Business Name (DBA):
Contact Person:	<input type="checkbox"/> Owner <input type="checkbox"/> Partner <input type="checkbox"/> Manager
Business Address	Telephone Number
	Email Address

How many events do you plan to cater during this license period? _____ Your license fee will be based on this number. You may purchase more if needed.

Attach a copy of each the following:

- Food Catering License Certificate (Required if you are licensed outside of Minneapolis)**
 If you do not have a Food Catering License, complete this [application](#) first.
- Minnesota State Liquor Caterer’s Permit**

Total [Fee](#) (based on number of events requested above) _____

2. VERIFICATION

I certify that the above information is true and agree to comply with all applicable laws related to a Liquor Caterer’s License.

SIGNATURE _____ TITLE _____ DATE _____

Your License Application

- a. Incomplete applications will be returned.
- b. All applications must be signed by an owner, partner principal or authorized manager.
- c. No license will be issued for a period longer than one year.
- d. Licenses are not transferable.
- e. Make a duplicate copy of this packet for your personal records before submitting.

Information in Other Languages

Yog xav paub tshaj nos ntxiv, hu 612-673-2800. Macluumaad dheeri ah, kala soo xiriir 612-673-3500. Para mas información llame al 612-673-2700.



City of Minneapolis
Licenses and Consumer Services
 350 South 5th Street – Room 1
 Minneapolis, MN 55415–1391
 Phone: 612-673-2080
 Fax: 612-673-3399 TTY: 612-673-2157

www.minneapolismn.gov/business-licensing

Liquor Caterer's Notification Form

This form must be sent to BusinessLicenses@minneapolismn.gov at least 24 hours before your event with alcohol service. You are required to obtain all applicable permits.

1. LICENSEE INFORMATION																																																		
Business Name (DBA):	Legal/Corporate Name:	Liquor Caterer's License #																																																
Contact Person	Email address	Telephone Number																																																
Liquor Caterers may provide alcohol service for up to four public events per calendar year for a duration of not more than three consecutive days each. Please list all the public events you participated in this calendar year.																																																		
Event / Dates		Event / Dates																																																
2. EVENT INFORMATION																																																		
Name of the Event (i.e. Jones Wedding Reception)		<input type="checkbox"/> Private Event <input type="checkbox"/> Open to the Public																																																
Business/Building/Location Name		Address																																																
Event Contact Person	Cell Phone Number	email Address																																																
Date(s)	Time(s)																																																	
Number of people: Guests _____ Staff _____		Type of alcohol to be served: <input type="checkbox"/> Liquor <input type="checkbox"/> Wine <input type="checkbox"/> Beer																																																
List all that will be provided: <input type="checkbox"/> Band <input type="checkbox"/> D.J. <input type="checkbox"/> Dance Area <input type="checkbox"/> Food <input type="checkbox"/> Tent <input type="checkbox"/> Other: _____																																																		
Location Description: <input type="checkbox"/> Licensed Premises <input type="checkbox"/> Unlicensed Premises <input type="checkbox"/> Private Residence <input type="checkbox"/> Other _____																																																		
Event is to be held: <input type="checkbox"/> Indoors <input type="checkbox"/> Outdoors <input type="checkbox"/> Both Indoors and Outdoors																																																		
Identify how the area will be enclosed: _____																																																		
Name of Security Company		# of Security Personnel																																																
I will have the following documents on site during the event: <table style="width:100%; border: none;"> <tr> <td style="width:5%;">Yes</td> <td style="width:5%;">No</td> <td style="width:5%;">NA</td> <td></td> </tr> <tr> <td><input type="checkbox"/></td> <td></td> <td></td> <td>Copy of City of Minneapolis Liquor Caterer's License</td> </tr> <tr> <td><input type="checkbox"/></td> <td></td> <td></td> <td>Copy of this form</td> </tr> <tr> <td><input type="checkbox"/></td> <td></td> <td></td> <td>Copy of State Liquor Caterer's Permit</td> </tr> <tr> <td><input type="checkbox"/></td> <td></td> <td></td> <td>Contract between caterer and event sponsor</td> </tr> <tr> <td><input type="checkbox"/></td> <td></td> <td></td> <td>Approval letter from property owner allowing the sale and consumption of alcoholic beverages</td> </tr> <tr> <td><input type="checkbox"/></td> <td></td> <td></td> <td>Diagram of premises</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Tent permit (Fire) - 612-335-6070</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>LP gas tank permit (Fire) - 612-335-6070</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Temporary occupancy permit (Fire) - 612-335-6070</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Amplified sound permit (Environmental Health) - 612-673-3867</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Street closure permit (Transportation and Parking Services) - 612-673-5750</td> </tr> </table>			Yes	No	NA		<input type="checkbox"/>			Copy of City of Minneapolis Liquor Caterer's License	<input type="checkbox"/>			Copy of this form	<input type="checkbox"/>			Copy of State Liquor Caterer's Permit	<input type="checkbox"/>			Contract between caterer and event sponsor	<input type="checkbox"/>			Approval letter from property owner allowing the sale and consumption of alcoholic beverages	<input type="checkbox"/>			Diagram of premises	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Tent permit (Fire) - 612-335-6070	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	LP gas tank permit (Fire) - 612-335-6070	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Temporary occupancy permit (Fire) - 612-335-6070	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Amplified sound permit (Environmental Health) - 612-673-3867	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Street closure permit (Transportation and Parking Services) - 612-673-5750
Yes	No	NA																																																
<input type="checkbox"/>			Copy of City of Minneapolis Liquor Caterer's License																																															
<input type="checkbox"/>			Copy of this form																																															
<input type="checkbox"/>			Copy of State Liquor Caterer's Permit																																															
<input type="checkbox"/>			Contract between caterer and event sponsor																																															
<input type="checkbox"/>			Approval letter from property owner allowing the sale and consumption of alcoholic beverages																																															
<input type="checkbox"/>			Diagram of premises																																															
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Tent permit (Fire) - 612-335-6070																																															
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	LP gas tank permit (Fire) - 612-335-6070																																															
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Temporary occupancy permit (Fire) - 612-335-6070																																															
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Amplified sound permit (Environmental Health) - 612-673-3867																																															
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Street closure permit (Transportation and Parking Services) - 612-673-5750																																															
3. VERIFICATION																																																		
I agree to permit entry to any officer or investigator who may have legal authority for the purpose of inspection or search. I certify that the above information is true and complete and agree to comply with all applicable laws related to liquor catering.																																																		
SIGNATURE _____	TITLE _____	DATE _____																																																