

# Brewer Taproom License

- ***MUST BE A BREWER FIRST BEFORE APPLYING FOR A TAPROOM LICENSE (DONE ON STATE & FEDERAL LEVEL)***

- \_\_\_\_\_ City Application for “On Sale Taproom” license, signed and **NOTARIZED**
- \_\_\_\_\_ State Form – “Certification of an On-Sale Brewer’s Taproom License and Sunday License”
- \_\_\_\_\_ Articles of Incorporation - if applicable
- \_\_\_\_\_ Insurance - - -

Minnesota Statutes 340A.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 340A.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, 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 insurance 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 Compensation Insurance coverage form
- \_\_\_\_\_ Tax Clearance information form
- \_\_\_\_\_ Authorization and Release form and **NOTARIZE**
- \_\_\_\_\_ \$500 Taproom License fee (*receipt to 101-32115*)
- \_\_\_\_\_ \$300 Growler License fee (*receipt to 101-32115*)
- \_\_\_\_\_ \$150 Sunday License Fee (If Applicable)
- \_\_\_\_\_ \$100 Investigation Fee (*receipt to 225-36299*)



City of Brainerd  
 501 Laurel Street  
 Brainerd, MN 56401  
 Phone: (218) 828-2307  
 Fax: (218) 828-2316  
[www.ci.brainerd.mn.us](http://www.ci.brainerd.mn.us)

For Office Use Only
License ID #:
Fee: \$500.00
Date Stamp

## ON-SALE TAPROOM LICENSE

Brainerd City Code 1200.03 subd. 8: An on-sale taproom license authorizes on-sale of malt liquor produced by the brewer for consumption on the premises of or adjacent to one brewery location owned by the brewer, subject to the restrictions of this chapter and Minnesota Statutes, Section 340A.301, Subdivision 6b, as it may be amended from time to time.

*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.*

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

Will applicant be granted a "Sunday" license in conjunction with the On-Sale Taproom license for this location? \_\_\_\_ Yes \_\_\_\_ No

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 malt liquor; rules and regulations promulgated by the Department of Public Safety Alcohol Enforcement Unit; 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 \_\_\_\_\_, \_\_\_\_\_.

(SEAL)

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

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 \_\_\_\_\_



Minnesota Department of Public Safety  
**Alcohol and Gambling Enforcement Division (AGED)**  
444 Cedar Street, Suite 222, St. Paul, MN 55101  
Telephone 651-201-7507 Fax 651-297-5259 TTY 651-282-6555

**MUST BE A LICENSED BREWER IN ORDER TO APPLY FOR THIS LICENSE**  
**Certification of an On Sale Brewer's Taproom License and Sunday License**

**This license only authorizes the on sale of Malt liquor produced by the brewer for consumption on the premises**

**Cities and Counties:** You are required by law to complete and sign form to certify the issuance of the following License types: **City issued On Sale Brewer's Taproom and Sunday Liquor Licenses**

Name of City or County Issuing Liquor License \_\_\_\_\_ License From: \_\_\_\_\_ To: \_\_\_\_\_

Circle One: New License License Transfer \_\_\_\_\_ Suspension Revocation Cancel \_\_\_\_\_  
(Former Licensee Name) (Give Dates)

Fees: On Sale Taproom License Fee: \$ \_\_\_\_\_ Sunday License Fee: \$ \_\_\_\_\_

License Name: \_\_\_\_\_ DOB \_\_\_\_\_ Social Security # \_\_\_\_\_  
(Corporation, Partnership, LLC, or Individual)

Business Trade Name \_\_\_\_\_ Business Address \_\_\_\_\_ City \_\_\_\_\_

Zip Code \_\_\_\_\_ County \_\_\_\_\_ Business Phone \_\_\_\_\_ Home Phone \_\_\_\_\_

Home Address \_\_\_\_\_ City \_\_\_\_\_ Zip Code \_\_\_\_\_

Licensee's MN Tax ID # \_\_\_\_\_ Licensee's Federal Tax ID # \_\_\_\_\_

If above named licensee is a corporation, partnership, or LLC complete the following for each partner/officer :

Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home address
Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home address
Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home address

On Sale Taproom licensees must attach a certificate of Liquor Liability Insurance to this form. The Insurance Certificate **Must contain** all of the following:

- 1) Show the exact licensee name (Corporation, partnership, LLC, etc.) and business address of the location listed on the license.
- 2) Cover completely the license period set by the local city or county licensing authority as shown on the license.

Circle One: (YES NO) During the last year has a summons been issued to the licensee under the Civil Liquor Liability Law?  
Workers Compensation Insurance is also required by all licensees: Please complete the following:

Workers Compensation Insurance Company Name: \_\_\_\_\_ Policy # \_\_\_\_\_

I Certify that this license(s) has been approved in an official meeting by the governing body of the city or county.

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

(title)

# 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
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**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

## 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)

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

BUSINESS INFORMATION (If applicable):

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

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

City _____	State _____	Zip Code _____
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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.) _____
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**CITY OF BRAINERD APPLICATION**  
**RETAIL LICENSE TO SELL "OFF SALE" GROWLERS**  
**Fee: \$300**

*Please print*

Applicant Legal Name \_\_\_\_\_

Applicant Corporation Name \_\_\_\_\_

Doing Business As \_\_\_\_\_

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

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

Home Address \_\_\_\_\_

Type of Business \_\_\_\_\_

Hereby applies for a license for the term \_\_\_\_\_ to \_\_\_\_\_

To sell at retail only, 3.2 percent malt beverages as the same are defined by law, that said applicant is a citizen of the United States; of good moral character and repute; and has attained the age of 21 years; that said applicant is the proprietor of the establishment for which the license will be issued if this application is granted. That said applicant makes this application pursuant and subject to all the laws of the State of Minnesota and the ordinance and regulations of said City applicable thereto, which are hereby made a part hereof, and hereby agree to observe and obey the same. The applicant further states that by the commencement of business and by July 1 of each succeeding year said applicant will have paid the Federal Occupational Tax to the Bureau of Alcohol and Gambling Enforcement for a retail dealer.

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

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

(SEAL)

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

\_\_\_\_\_  
Police Chief Signature

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

City License Number \_\_\_\_\_ Approval Date \_\_\_\_\_