

## Temporary On-Sale Intoxicating Liquor License Information

Thank you for your interest in the operation of a temporary on-sale intoxicating liquor establishment in St. Paul Park.

Temporary intoxicating liquor licenses may only be issued to a club, charitable, religious, non-profit organization that has been in existence for three or more years, or a political committee registered under MN Statutes section 10A.14. In order to obtain a temporary on-sale intoxicating liquor license, you must meet all City Code, MN State statutes and rules, all Bureau of Alcohol, Tobacco and Firearm and MN Department of Public Safety Alcohol & Gambling Enforcement Division regulations in regards to liquor licensing, zoning and business operation.

You must be a citizen of the United States or a resident alien. You must be at least 21 years old. You must have a good moral character and repute. You may not have an interest in a manufacturer and wholesaler of alcoholic beverages. And, you must not have been convicted of a felony or a willful violation of a federal, state, or local ordinance governing the manufacture, sale, distribution, or possession for sale or distribution of an alcoholic beverage.

Limits. The City reserves the right to limit the number of temporary licenses issued in a single year. In no case can the city issue more than 12 days worth of temporary license to a single organization per year. In addition, the city cannot issue more than one temporary license within any 30-day period unless the licenses are issued in connection with an event officially designated a community festival by the city.

(MS 340A.402, MS 340A.404 sub 10, MS 340A.410 sub 10, and St. Paul Park City Code Chapter 6).

To open an intoxicating liquor establishment, you will need to:

- Submit proof of Workers Compensation Insurance and Liquor Liability Insurance or other proof of financial responsibility in at least the minimum amounts as described by Minnesota Statutes, section 340A.409.
- Complete and submit the TEMPORARY ON-SALE INTOXICATING LIQUOR LICENSE APPLICATION with the required fee of \$50 per day. Incomplete and/or falsified applications shall not be approved. Submit your application to the City at least 30 days prior to the event.

After all submittal are received and deemed complete, your application will be placed on the next Council agenda. After approval by the St. Paul Park City Council, your application will be submitted to Minnesota Department of Public Safety Alcohol & Gambling Enforcement Division for their approval.

If you have any questions, please contact the City Clerk at (651) 459-9785.

Sincerely,

Sharon Ornquist  
City Clerk

Enclosures:

- Temporary On-Sale Intoxicating Liquor License Application



Minnesota Department of Public Safety  
**ALCOHOL AND GAMBLING ENFORCEMENT DIVISION**  
 444 Cedar Street Suite 133, St. Paul MN 55101-5133  
 (651) 201-7507 Fax (651) 297-5259 TTY (651) 282-6555  
 WWW.DPS.STATE.MN.US



**APPLICATION AND PERMIT  
 FOR A 1 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

TYPE OR PRINT INFORMATION

NAME OF ORGANIZATION	DATE ORGANIZED	TAX EXEMPT NUMBER	
STREET ADDRESS	CITY	STATE	ZIP CODE
NAME OF PERSON MAKING APPLICATION	BUSINESS PHONE ( )	HOME PHONE ( )	
DATES LIQUOR WILL BE SOLD	TYPE OF ORGANIZATION CLUB CHARITABLE RELIGIOUS OTHER NONPROFIT		
ORGANIZATION OFFICER'S NAME	ADDRESS		
ORGANIZATION OFFICER'S NAME	ADDRESS		
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Location license will be used. If an outdoor area, describe

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Will the applicant contract for intoxicating liquor service? If so, give the name and address of the liquor licensee providing the service.

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Will the applicant carry liquor liability insurance? If so, please provide the carrier's name and amount of coverage.

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**APPROVAL**

**APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL & GAMBLING ENFORCEMENT**

CITY/COUNTY \_\_\_\_\_ DATE APPROVED \_\_\_\_\_

CITY FEE AMOUNT \_\_\_\_\_ LICENSE DATES \_\_\_\_\_

DATE FEE PAID \_\_\_\_\_

\_\_\_\_\_  
 SIGNATURE CITY CLERK OR COUNTY OFFICIAL APPROVED DIRECTOR ALCOHOL AND GAMBLING ENFORCEMENT

**NOTE: Submit this form to the city or county 30 days prior to event. Forward application signed by city and/or county to the address above. If the application is approved the Alcohol and Gambling Enforcement Division will return this application to be used as the License for the event**