



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: No

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.



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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
Describe in detail the principal menu and/or services rendered.		
2. EVENT INFORMATION		
Name and Purpose 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: Yes N/A <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"/> Tent permit (Fire) - 612-201-2624 <input type="checkbox"/> <input type="checkbox"/> LP gas tank permit (Fire) - 612-201-2624 <input type="checkbox"/> <input type="checkbox"/> Temporary occupancy permit (Fire) - 612-201-2624 <input type="checkbox"/> <input type="checkbox"/> Amplified sound permit (Environmental Health) - 612-673-3516 <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 _____

Staff will notify you about payment. Make checks payable to: Minneapolis Finance Department. All major credit cards can be accepted.