



110 - 1<sup>st</sup> Avenue NW  
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## REQUIREMENTS FOR THE ISSUANCE OF A TEMPORARY ON- SALE INTOXICATING LIQUOR LICENSE

The City may not issue more than three four-day, four three-day, six two-day or 12 one-day temporary licenses (in any combination) not to exceed 12 days total to any one organization or for any location in the City, within a twelve-month period per City Code §76-9 (F.).

1. Application must be made to the City Clerk a minimum of ten (10) days prior to the date of the City Council Regular Meeting at which the application is presented.

**Please note: state application must be submitted to the state 30 days prior to the event. (Upon City Council approval, City Clerk will submit state application.)**

2. Request may not exceed four (4) consecutive days.
3. The city **and** state applications shall be completed in their entirety.
4. A **\$25.00** fee shall accompany this application for a one (1) day license or a **\$50.00** fee shall accompany the application if event is more than one (1) day but not more than four (4).
5. Certificate of Insurance stating that liquor liability will be in effect for the date(s) of the event(s) for amounts of no less than \$100,000.00 for injury to any one person, \$300,000.00 for injury to more than one person, and \$25,000.00 for property damage, naming the City of Isanti as an insured during the license period.
6. Completed Consent for Release of information (with copy of applicant's driver's license).
7. The Isanti Police Department will conduct a background check, review the application and make a recommendation to the City Council.
8. The applicant is responsible for enforcement of all policy conditions.
9. Law enforcement has the authority to inspect the area the liquor license is being applied for.
10. Law enforcement has the authority to remove the license when a violation exists.
11. Applicant shall meet all state fire codes.
12. The applicant may meet with the Chief of Police to discuss issues of personnel, security, restroom facilities, proper identification of customers, emergency safety plan and expected number of attendees.
13. The applicant must comply with Zoning Code if alcohol is to be sold in B-1 "Central Business District" or B-2 "General Business District."
14. Security is required at events serving alcohol. Obtaining and payment for security is the applicant's responsibility. Applicant must have adequate procedures in place to ensure that no one under the age of 21 is served alcohol and to ensure no one is served alcohol in an amount to cause intoxication.

**Non-compliance with any of the attached conditions shall result in an immediate revocation of the license.**



# APPLICATION FOR TEMPORARY ON-SALE INTOXICATING LIQUOR LICENSE 1-4 DAY

## TYPE OR PRINT INFORMATION

NAME OF ORGANIZATION/ BREWER	DATE ORGANIZED	TAX EXEMPT NUMBER
STREET ADDRESS	CITY	STATE / ZIPCODE
NAME OF PERSON MAKING APPLICATION	BUSINESS PHONE/ ORGANIZATION PHONE	CELL PHONE
DATES & HOURS LIQUOR WILL BE SOLD (1 to 4 days)	TYPE OF ORGANIZATION <input type="checkbox"/> CLUB <input type="checkbox"/> CHARITABLE <input type="checkbox"/> RELIGIOUS <input type="checkbox"/> OTHER NONPROFIT <input type="checkbox"/> BREWERY	
ORGANIZATION OFFICER'S NAME	ADDRESS/ PHONE	
ORGANIZATION OFFICER'S NAME	ADDRESS/ PHONE	
ORGANIZATION OFFICER'S NAME	ADDRESS/ PHONE	
DESCRIPTION OF EVENT:		
LOCATION WHERE LICENSE WILL BE USED, IF AN OUTDOOR AREA, DESCRIBE.		
PREMISE NAME AND ADDRESS _____  SIGNATURE: _____ DATE: _____		

### Informed Consent for Background Investigation

The following named individual has made application with the City of Isanti for a temporary liquor license. In order to determine if the applicant is eligible to receive the license, a criminal history check must be conducted. You are not legally required to provide the requested information. However, if you do not, the City of Isanti will be unable to conduct the required background inquiries and will not be able to issue a license.

**PLEASE PRINT LEGIBLY**

<b>Legal First Name (full name)</b>	<b>Middle Name (full name)</b>	<b>Last Name</b>
<b>Any Maiden, Alias or Former Name(s)</b>		
<b>Address:</b>		
<b>Date of Birth (MM/DD/YYYY)</b>	<b>Driver's License #:</b>	<b>Gender:</b>

I, \_\_\_\_\_, authorize the Minnesota Bureau of Criminal Apprehension to disclose all criminal history record information to the City of Isanti and the Isanti Police Department for the purpose of conducting a criminal background check for determining eligibility for a temporary on-sale intoxicating liquor license.

The authorization shall expire one year from the date of my signature.

\_\_\_\_\_  
Applicant's signature

\_\_\_\_\_  
Date

<p style="text-align: center;"><b>Data Practices Advisory</b> <b>Tennessen Warning – Temporary Liquor License</b></p>
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You are being asked to answer questions and provide information pursuant to the temporary liquor licensing and application process that is required by the City of Isanti, Minnesota city code. The purpose and intended use of the requested data is to verify that each applicant meets the requirements for state statutes and city code provisions and, if the license or permit is approved, to verify that all required data remains current.

The following data collected, created, or maintained is classified under the Minnesota Government Data Practices Act as public data once a license has been approved (Minn. Stat. § 13.41, subd. 5):

1. Data submitted by applicants (other than names and designated addresses)
2. Orders for hearing, findings of fact, conclusions of law, and specification of any final disciplinary action
3. Entire record concerning any disciplinary proceeding
4. License numbers
5. License status

The following data collected, created, or maintained is classified under the Act as private data (Minn. Stat. § 13.41, subd. 2):

1. The identity of complainants who have made reports concerning licenses or applicants which appear in inactive complaint data unless the complainant consents to disclosure
2. The nature or content of unsubstantiated complaints when the information is not maintained in anticipation of legal action
3. Inactive investigative data relating to violations of statutes or rules
4. Record of disciplinary proceedings, except as limited by the provisions above

The following data collected, created, or maintained is classified under the Act as confidential data ((Minn. Stat. § 13.41, subd. 4) :

1. Active investigative data relating to complaints against any license.

Under law, private data may be shared with licensing and inspection employees, approval authorities, insurance providers, law enforcement employees, contracted inspection officials, city officials who have a bona fide need for it, or as required by court order. The City of Isanti may make any data classified as private or confidential accessible to an appropriate person or agency if the licensing agency determines that failure to make the data accessible is likely to create a clear and present danger to public health or safety.

We ask that you complete or provide all data requested on the application form(s) unless we have noted that it is not required. Refusal to supply required information may mean that your application cannot be processed.

I READ AND UNDERSTAND THE ABOVE INFORMATION REGARDING MY RIGHTS AS A SUBJECT OF GOVERNMENT DATA:

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date