

CARNIVALS, SHOWS, PUBLIC ENTERTAINMENT (Outdoor) LICENSE APPLICATION
 (City Code – Section 1100.07)

Office of the City Clerk
 City of Robbinsdale

Fee: \$100/day-single performance
 \$300/multiple performance;
 not to exceed 3 days.
 \$50/each additional day over 3 days

I, _____ hereby make application to the Honorable City Council for approval of an Entertainment License, subject to provisions of City Ordinances. I do hereby swear that the several answers and statements, and any attached information set forth by me in this application are true.

The City Ordinance requires that the data requested in this application must be submitted in order for the City to determine your eligibility for the license. Refusal to provide the data may result in an automatic denial of the requested license. The data provided shall be classified in accordance with the Minnesota Government Data Practices Act. The City Staff shall investigate the data provided. A recommendation for approval or denial, based upon the applicant’s eligibility is determined by the provisions of the licensing ordinance and other applicable laws, shall be forwarded to the City Council for final determination. Access to the data provided shall be by officials and employees of the City engaged in administering or monitoring the provisions of the licensing ordinance; and also as allowed for by the Minnesota Government Data Practices Act.

PLEASE PRINT OR TYPE YOUR RESPONSES
 (Provide in full the first, middle and last names where requested)

Applicant Name & Title		Trade Name or D.B.A.	
Business Address		City	State Zip
Drivers License No./State Issued	Date of Birth	Residence Phone No.	Business Phone No.
2nd Contact Person	2nd Contact Residence Phone No.	2nd Contact Business Phone No.	

Provide names, address and phone numbers of three business references from the metropolitan area:

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Provide names, address and phone numbers of three financial references from the metropolitan area:

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Owner of property where public entertainment will be held:

Address:

Phone number:

Contact person:

Type of entertainment:

Number of entertainers:

Instruments:

Props and other equipment:

Event Date(s):	Time(s):
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Set up date and times:	
Describe method of advertising:	
Describe type of security that will be provided during the entertainment:	
Describe provisions for sanitary services:	
Name/Address of company providing such service:	
Phone number:	Contact person:

The Licensee must submit all of the following (check each item to indicate it is attached to this application):

- | | |
|--|---|
| <p>_____ A. Letter addressed to the City Council from the property owner granting permission for use of the property for entertainment.</p> <p>_____ B. Diagram showing area size needed and the location where entertainment will be situated on (or in) property. If entertainment indoors, also show all exits from building in relation to entertainment set up.</p> <p>_____ C. Describe type of entertainment, number of entertainers, number/typed of instruments, props and other equipment.</p> | <p>D. OUTDOOR ENTERTAINMENT: *</p> <p>_____ 1) Cash or corporate surety bond made out to the City of Robbinsdale in the amount of \$1,000.</p> <p>_____ 2) \$1,000,000 CSL liability insurance policy with the City of Robbinsdale as additional named insured and certificate holder.</p> <p>* Bond and liability insurance may also be required for indoor entertainment, depending on location and other circumstances.</p> <p>_____ E. Minnesota Tax/Workers' Compensation form</p> |
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Application **must be received** in the Office of the City Clerk, 4100 Lakeview Ave N., Robbinsdale, MN 55422, **at least thirty (30) days before the beginning of the proposed entertainment.** Questions should be directed to the Office of the City Clerk at (763) 531-1255.

Applicant Signature: _____ Date: _____

RECOMMENDATION OF DEPARTMENT HEADS (Initial approval. Give reason for denial on separate memo, if applicable.)

	<u>APPROVE</u>	<u>CONDITIONS?</u>	<u>DENY/MEMO ATTACHED</u>
_____ Building Official	_____	_____	_____
_____ City Planner	_____	_____	_____
_____ Chief of Police	_____	_____	_____
_____ Fire Marshal	_____	_____	_____

RETURN TO CITY CLERK'S OFFICE BY: _____

COUNCIL ACTION: _____

CONDITIONS: _____

FEE: \$ _____ REC'D BY: _____

The City of Robbinsdale distributes general city information and notices through an electronic notification system. As an applicant for a new business license, or renewal of an existing business license, you can sign up to receive notices through the city's electronic notification system on the city's website at www.robbsindalemn.com/enews. This would include receiving notifications of any proposed ordinances at least ten days before the City Council of Robbinsdale conducts a final vote on the proposed ordinance.