



City of Nerstrand
221 Main Street
Nerstrand, MN 55053
(507) 332-8000
cityclerknerstrand@gmail.com

Application for Special Event Permit or Temporary Cannabis Event Permit

Every question must be answered, or City Staff may reject the application as incomplete. The applicable application fee must be submitted with the application, or City Staff may reject the application as incomplete. If any statements on this application are false, that is ground for disqualification. The City reserves the right to request supplemental information or documentation as needed.

1. Owner's name: _____

Owner's date of birth: _____

Owner's Address: _____

Phone: _____

Email: _____

2. Applicant name: _____

Applicant's date of birth: _____

Applicant's Address: _____

Phone: _____

Email: _____

3. Type of Permit

a. Special Event (See Ordinance 915)

b. Temporary Cannabis Event (See Ordinance 1130.11)

- Event Guidelines per Ordinance 1130.11, subdivision 5: Temporary cannabis events are prohibited on City property. Temporary cannabis events shall only be held between the hours of 10:00am and 9:00pm. Pursuant to Minnesota Statutes, section 342.40, subd. 8, the city prohibits on-site consumption of cannabis and hemp products.

4. Date of Event: _____

(Per Ordinance 915.07, subdivision 2, the application for permit must be filed at least 30 days in advance of the date on which the special event is to occur.)

5. Hours of Event: _____

(Per Ordinance 1130.11, subdivision 5, any Temporary Cannabis Event shall only be held between the hours of 10:00 am and 9:00 pm.)

6. Description of Event: _____

7. Activities to take place at Event: _____

8. Location Event Permit is Requested For:

9. Describe any public rights-of-way and private streets for which the applicant requests the city to restrict or alter normal parking, vehicular traffic, or pedestrian traffic patterns. Include the nature of such restrictions or alterations, and the basis of the request:

10. Describe any services, city personnel, city equipment, or city property which the applicant requests the city to provide, including the applicant's estimate of the number and type needed, and the basis on which the estimate is made: _____

11. Describe whether any sound amplification or public address system will be used or if there will be any music or musical instruments playing: _____

12. Estimated number of people attending the Event: _____

13. Describe public health plans.

Include how you will supply water, if applicable: _____

Include how you will provide solid waste collection and provision of toilet facilities, if applicable: _____

14. Describe fire prevention and emergency medical services plans, if applicable:

15. Describe any security plans, if applicable: _____

16. Describe any admission fee, donation, or other consideration to be charged or requested for admission, if applicable: _____

17. Do you plan to serve alcohol at the event? Yes No
(If yes, Temporary Intoxicating Liquor Permit may also be required.)

18. Do you plan to have a Food Truck at your event? Yes No
(If yes, Food Truck Permit may also be required.)

19. Do you plan to serve food prepared by a licensed restaurant or caterer? Yes No
Restaurant or caterer name: _____

20. Do you plan to serve food that you are preparing at your event? Yes No
If yes, are you in compliance with MN Statutes, Chapter 157 which deals with food and beverage service and associated licensing requirements? _____

21. Do you or the Business have any taxes, assessments, utility charges, service charges, or other financial claims of the City which are delinquent and unpaid? Yes No
(if yes describe): _____

22. Liability insurance (See Ordinance 915.17 which outlines insurance requirements):

a. Insurance company name: _____

b. Coverage dates: _____ through _____

Pursuant to Minn. Stat. § 270C.72, the City is required to provide the Minnesota Department of Revenue this information upon request. The Minnesota Department of Revenue may also be required to provide this information to the Internal Revenue Service. The City is also prohibited from issuing a license in the event that the applicant owes state delinquent taxes. This information may be used to deny the issuance or renewal of your license if you owe Minnesota sales tax, employers withholding, or motor vehicle excise tax.

GOVERNMENT DATA PRACTICES ACT - CLASSIFICATION WARNING: The data you supply on this form will be used to process the license you are applying for. You are not legally required to provide this data, but we will not be able to process the license without it. Some of the data will be classified as public data if and when the license is granted. Private financial information is classified as private data and will be available to governmental personnel and other governmental agencies whose access is necessary to perform their official duties.

By signing below, the applicant agrees:

- 1. to the terms of this application;**
- 2. to allow the city to conduct a background check and authorizes the same;**
- 3. to authorize the city to request a copy of the applicant's consumer credit report for the purpose of conducting background investigation;**
- 4. that they have reviewed the Nerstrand ordinances and will follow its requirements as part of a permit if one is granted;**
- 5. that they will pay any special event fee and/or cannabis event fee;**
- 6. that everything they have stated in this document is true and correct.**

Dated: _____ Applicant Signature: _____

Printed Name: _____

Property Owner's Signature: _____

Printed Name: _____

Additional documents to attach with your application:

For question #22, provide your insurance ACORD certificate/form verifying that the applicant is insured against claims arising out of all operations of such applicant for the sum of at least \$1,000,000.00 against liability for bodily injuries and for at least \$1,000,000.00 against liability for damage or destruction of property. NOTE: The City of Nerstrand shall be named as an additional insured.

For cannabis events, provide a copy of the OCM cannabis event license application submitted pursuant to Minnesota Statute 342.39 subd. 2