



**CIRCUS/CARNIVAL/EXHIBITION LICENSE APPLICATION**  
**CITY CODE CHAPTER 111**  
[Forest Lake City Code - Chapter 111: Amusements Licensing and Regulation](#)

License Fee: \$100.00

Name of Applicant \_\_\_\_\_

Address \_\_\_\_\_

Phone Number \_\_\_\_\_ Email Address \_\_\_\_\_

Name of Business \_\_\_\_\_

Business Address \_\_\_\_\_

Contact Person and Phone Number \_\_\_\_\_

Business Email Address \_\_\_\_\_

List of other business associates involved in event: Name and Phone Number

- |               |                    |
|---------------|--------------------|
| 1. Name _____ | Phone Number _____ |
| 2. Name _____ | Phone Number _____ |
| 3. Name _____ | Phone Number _____ |
| 4. Name _____ | Phone Number _____ |

Where will event take place? \_\_\_\_\_

Day, Date, and Time of Event Operations: \_\_\_\_\_

Will gambling be part of the event?       Yes       No

Will tents be used?       Yes       No

Have you considered the following (yes or no) and who will provide services?

Toilet(s) \_\_\_\_\_

Garbage(s) \_\_\_\_\_

Parking \_\_\_\_\_

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

Completed by City Staff

Police Dept. Signature \_\_\_\_\_ Date \_\_\_\_\_

Fire Dept. Signature \_\_\_\_\_ Date \_\_\_\_\_

Building Dept. Signature \_\_\_\_\_ Date \_\_\_\_\_

Park Dept. Signature \_\_\_\_\_ Date \_\_\_\_\_

Council Signature \_\_\_\_\_ Date \_\_\_\_\_



**Minnesota Government Data Practices Act – Chapter 13**  
**TENNESSEN WARNING**

Data is requested from the applicant on various forms. The purpose and intended use of the requested data is to verify the applicant meets all state statute 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 Private data **until license approval** when the data becomes **Public**: (13.41, Subd.4).

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

**The following data collected, created, or maintained is classified as Private: (13.41, Subd. 2).**

1. The identity of complaints who have made reports concerning licenses or applicants which appear in inactive complaint data unless the complainant consents to the 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. The record of any disciplinary proceeding except as limited by Subd. 4

**The following data collected, created, or maintained is classified as Confidential: (13.41, Subd.3).**

1. Active investigative data relating to the investigation of 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, as required by court order and City officials who have a bona fide need for it. The City of Forest Lake 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**

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 Signature of Applicant

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 Date



**CERTIFICATION OF COMPLIANCE - MINNESOTA WORKERS' COMPENSATION**

Minnesota State Statute Chapter 176, Section 182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business or engage in an activity in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement. The information required is: The name of the insurance company, the policy number, and dates of coverage or the permit to self-insure. The information will be collected by the licensing agency.

This information is required by law, and licenses and permits to operate a business may not be issued or renewed if it is not provided and/or is falsely reported. Furthermore, if this information is not provided and/or is falsely stated, it may result in a \$2,000.00 penalty assessed against the applicant by the Commissioner of the Department of Labor and Industry.

Insurance Company Name (NOT the insurance agent): \_\_\_\_\_

Policy Number of Self Insurance Permit Number: \_\_\_\_\_

Effective Dates of Coverage: From \_\_\_\_\_ To \_\_\_\_\_

**OR**

I am not required to have workers' compensation liability coverage because (Please make an "X" on one line only)

\_\_\_\_\_ I have no employees

\_\_\_\_\_ I am self-insured (you must include permit to self-insure)

\_\_\_\_\_ I have no employees who are covered by workers' compensation law

I certify that the information provided above is accurate and complete and that a valid workers' compensation policy will be kept in effect at all times as required by law.

Applicant Name: \_\_\_\_\_

Licensee Business Name (and DBA): \_\_\_\_\_

City, State, and Zip \_\_\_\_\_

Business Phone(s): \_\_\_\_\_

Business Email: \_\_\_\_\_

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date