

2024 Cannabinoid sales license application

Thank you for being an integral part of the St. Louis Park business community. Enclosed is the 2024 Cannabinoid sales license application. Payment is due at the same time the application is submitted. Checks should be payable to the "City of St. Louis Park", or we accept Visa, MasterCard, Discover and American Express.

Renewal applications are required to be returned before Jan. 1, 2024. Any application postmarked after Jan. 1, 2024, will be subject to a late fee of either \$50 or 25 percent, whichever is greater.

*** Workers Compensation Form - Required**

The Minnesota Department of Labor and Industry requires all licensed businesses to complete and submit the attached "Certificate of Compliance" form providing evidence of compliance with the workers' compensation insurance coverage requirement under Minnesota Statutes Chapter 176. Please read, complete, and sign the enclosed form. This form is required with your application. If you have any questions regarding this policy, please contact the Minnesota Department of Labor and Industry at 651.284.5005 for details on how to complete this form. **Please note!** If your current policy expires during the duration of this license, you must resubmit this form or risk suspension of the license.

Please enclose a readable copy of a Minnesota or Wisconsin state government issued photo ID with a current address.

Submission checklist

- ☐ Completed, signed, and dated 2024 cannabinoid sales license application
- ☐ Completed, signed, and dated workers' compensation form
- ☐ A readable copy of a MN or WI state issued ID
- ☐ Payment

Please return via one of the following methods:

- **Mail:** Mail application with check or ask that we call for credit card payment.
City of St. Louis Park
Attn: Building and Energy Dept.
5005 Minnetonka Blvd.
St. Louis Park, MN 55416
- **Email:** inspections@stlouisparkmn.gov Do not include credit card information in an email; we will call for payment.
- **Fax (secured):** 952.924.2663. You may submit credit card information on a cover sheet, or we will call for payment.

Please contact the St. Louis Park Building and Energy Department at 952.924.2588 with any questions you may have regarding the cannabinoid sales license requirements or application.

2024 Cannabinoid Sales license application

License fee — \$855

Business information (Name and address of business located in St. Louis Park)

Business name: _____ Contact name: _____

Street address: _____

City: _____ State: _____ Zip code: _____

Phone: _____ Alternate: _____ Email: _____

Corporate information (if different from above)

Corporate name: _____ Contact name: _____

Street address: _____

City: _____ State: _____ Zip code: _____

Phone: _____ Alternate: _____ Email: _____

Federal tax ID number: _____ Minnesota State Tax ID number: _____

Social security number (if tax ID numbers are not available): _____

Have you ever been convicted of any felony, gross misdemeanor, or misdemeanor for which a jail sentence may have been imposed? ☐ Yes ☐ No If yes, list details: _____

☐ I authorize the City of St. Louis Park to complete a background check for the purpose of obtaining a license as described in city ordinance Section 8-473. By signing this consent form, I release the City of St. Louis Park from any and all actions and causes of action, of every kind and nature whatsoever, past, present, and future, arising out of the release of the information obtained with this consent.

The applicant must provide a readable copy of a Minnesota or Wisconsin state issued photo ID with current address as part of the application.

Some or all of the information that you are asked to provide on the application is classified by state law as either private or confidential. Private data is information which generally cannot be given to the public but can be given to the subject of the data. Confidential data is information which generally cannot be given to either the public or the subject of the data. Our purpose and intended use of this information is to annually update our records and records of other governmental agencies required by law. If you refuse to supply the information, the license may not be issued.

The undersigned acknowledges that this application has been read and that the above is correct and agrees to comply with all the ordinances and laws of the City of St. Louis Park code.

Applicant signature: _____ Date: _____

Office use only:Total fee paid: _____ Charge: ☐ Cash: ☐ Check number: _____ WC ☐ ID ☐ NEW ☐

License number: _____ Date issued: _____ Initials: _____

Police dept.: Approval: _____ Denied: _____ Staff initials: _____ Date: _____

It shall be a violation for any person to sell or offer to sell any Cannabinoid Products:

- (1) To any person under the age of 21 years.
- (2) By means of any type of vending machine.
- (3) By means of self-service merchandising whereby the customer does not need to make a verbal or written request to an employee of the licensed premises to receive the Cannabinoid Product. All such products shall be stored behind a counter or other area not freely accessible to customers.
- (4) That contain any chemical compound or drug that is otherwise a controlled substance under Minnesota law.
- (5) That contain any amount of HHC.
- (6) By any other means or to any other person prohibited by state or other local laws, ordinances, or other regulations.
- (7) That fails to meet the labelling requirements as established in Minn. Stat. §151.72 subds. 5, 5a, and 6.
- (8) That fails to meet the testing requirements as established in Minn. Stat. §151.72 subd. 4.

Sampling and on-site consumption.

- (1) Sampling of Cannabinoid Products within an establishment selling any Cannabinoid Product is prohibited.
- (2) Cannabinoid Products may not be consumed and must remain sealed on the licensed premises. Exceptions to this regulation include on premise consumption of Cannabinoid Products at a food and beverage establishment that is licensed by the Minnesota Department of Health and licensed under this article. Food and beverage establishments selling cannabinoid products must provide product to consumers in original packaging, complete with labeling. Such establishments must abide by all other state and county laws regarding on-premises consumption and sales, including the Minnesota Clean Indoor Air Act (Minn. Stat. §§144.411 to 144.417).

Signage. The licensee shall display a sign in plain view to provide public notice that selling any of these products to any person under the age of 21 is illegal and subject to penalties. The notice shall be placed in a conspicuous location in the licensed establishment and shall be readily visible to any person who is purchasing or attempting to purchase these products.

Delivery. All sales of Cannabinoid Products must be completed on the licensed premises. Delivery by the licensee or a third party to the consumer is prohibited.

Testing Requirements. All manufacturer testing must comply with the requirements set forth in Minn. Stat. § 151.72, Subd. 4, as may be amended.

Labeling Requirements. All labeling must comply with the requirements set forth in Minn. Stat. § 151.72, Subd. 5, 5a, and 6, as may be amended.

Compliance check. All retail areas on premises licensed under this article shall be open to inspection by the city during regular business hours. From time to time the city may conduct compliance checks by engaging minor persons over 15 years of age but under 21 years of age to enter the licensed premises to attempt to purchase Cannabinoid Products.

Testing verification. The city may, from time to time, purchase products from a licensee for laboratory testing at a laboratory of the city's choosing at city's cost. The sample must meet all composition and correlated labelling requirements in Minn. Stat. §151.72 and this article.

(1) Collection. The city may, from time to time, purchase products from a licensee for testing. The city employee or designated representative conducting the collection must fill out the chain of custody form and place sample in a transport container with a tamper-evident seal affixed by the collector. The chain of custody form must verify the time and date of sample collection and the name of the licensee. The city must transport the batch sample to a testing laboratory for testing within 48 hours of the sample collection.

(2) Receipt. The testing laboratory must certify upon receipt that the tamper-evident seal is intact and that the sample was collected less than 48 hours earlier. If the tamper-evident seal is broken or if the collection occurred more than 48 hours prior to the laboratory's receipt of the sample, the laboratory must not accept the sample for testing. The testing laboratory shall make all efforts to eliminate risk of contamination of the sample.

(3) Label Information. The testing laboratory will collect all information on the label regarding the composition of the product. Such label information may include batch number, name of product, whether it is edible or nonedible, and the stated amount or percent of cannabinoids.

(4) Testing. The samples shall be tested for the presence, amount, and percent by weight of individual cannabinoids, namely THC and any other cannabinoid determined by the city.

(5) Reporting. The laboratory shall produce a report and send report to both the licensee and the city. The laboratory will include in the report the sample's label information collected at intake.

(6) Within 30 days after testing of the sample, the testing laboratory must dispose of the remaining material of the analyzed sample. If there is sufficient sample material to retest and the sample is not yet disposed, the licensee may order a retest of the sample at licensee's cost if the sample failed to pass testing.

(7) Violation. It shall be considered a violation of this article if a laboratory report shows that a product has failed to comply with the composition and correlated labelling requirements of Minn. Stat. §151.72 and this article.

(8) Remediation. If a sample violates this section, the products identical to the sampled product must not be sold. Additional fees may be charged in order to pay for the cost of failed laboratory tests. If the retailer is also the manufacturer of the product, failures in testing will result in penalties as listed in Section 8-478.



CC0515

E-mail: dli.license@state.mn.usWeb Site: www.dli.mn.gov

Phone: (651) 284-5034

Certificate of Compliance

Minnesota Workers' Compensation Law

This form must be completed by the business license applicant.

Print in ink or type

Minnesota Statutes § 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Minn. Stat. chapter 176. If the required information is not provided or is falsely stated, it shall result in a \$2,000 penalty assessed against the applicant by the commissioner of the Department of Labor and Industry.

A valid workers' compensation policy must be kept in effect at all times by employers as required by law.

License or certificate number (if applicable)	Business telephone number	Alternate telephone number
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Business name (Provide the legal name of the business entity. If the business is a sole proprietor or partnership, provide the owner's name(s), for example John Doe, or John Doe and Jane Doe.)

DBA ("doing business as" or "also known as" an assumed name), if applicable

Business address (must be physical street address, no P.O. boxes)	City	State	ZIP code
County	Email address		

You must complete number 1 or 2 below.

Note: You must resubmit this form to the authority issuing your license if any of the information you have provided changes.

1. ☐ **I have a workers' compensation insurance policy.**

Insurance company name (not the insurance agent)

Policy number	Effective date	Expiration date
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☐ **I am self-insured for workers' compensation.** (Attach a copy of the authorization to self-insure from the Minnesota Department of Commerce; see <https://mn.gov/commerce/industries/insurance/licensing/self-insurance>.)

2. **I am not required to have workers' compensation insurance because:**

- ☐ I only use independent contractors and do not have employees. (See [Minn. Stat. § 176.043](#) for trucking and messenger courier industries; [Minn. Stat. § 181.723, subd. 4](#), for building construction; and [Minnesota Rules chapter 5224](#) for other industries.)
- ☐ I do not use independent contractors and have no employees. (See [Minn. Stat. § 176.011, subd. 9](#), for the definition of an employee.)
- ☐ I use independent contractors and I have employees who are not required to be covered by the workers' compensation law. (Explain below.)
- ☐ I only have employees who are not required to be covered by the workers' compensation law. (Explain below.) (See [Minn. Stat. § 176.041](#) for a list of excluded employees.)

Explain why your employees are not required to be covered

I certify the information provided on this form is accurate and complete. If I am signing on behalf of a business, I certify I am authorized to sign on behalf of the business.

Print name

Applicant signature (required)	Title	Date
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If you have questions about completing this form or to request this form in Braille, large print or audio.