

License Application: Indoor Food Cart

Definition: A non-motorized cart operating indoors on private property, selling prepackaged or ready to eat foods. All locations must be approved prior to operating. No license shall be issued for an indoor food cart in a skyway.

If you have questions, send an email to businesslicenses@minneapolismn.gov or call 612-673-2080.

1. Application requirements

1. Complete the application and include all the requirements listed below. Incomplete applications may be returned. You may send your application by email (businesslicenses@minneapolismn.gov), US mail, or drop it off at our office.
2. There is a [fee](#), plus a new license processing charge, for this application. You can pay by
 - ☐ **Cash:** Do not mail cash, must drop off in person.
 - ☐ **Check:** Make checks payable to- Minneapolis Finance Department.
 - ☐ **Credit Card:** Mail, drop off or email your application to businesslicenses@minneapolismn.gov. **Do not add your credit card information on this application.** We will call you to securely charge your credit card.
3. **Certified Food Protection Manager:** The Minnesota Food Code requires every food business to hire one (1) full-time Certified Food Protection Manager within 45 days of opening.
 - ☐ Attach a copy of your Minnesota Department of Health certificate.
 - ☐ I currently do not have a Certified Food Protection Manager.
4. **Background Check:**
 - ☐ Attach a [Data Privacy Advisory](#) (Form #1): This is required for the applicant and each owner and/or partner. Include a copy of your driver's license and background report. This report must be dated **within 30 days** of receipt of this application and is available from the [State of Minnesota](#) Bureau of Criminal Apprehension at 1430 Maryland Ave E. St. Paul, MN 55106 or at 651-793-2400. Here is a list of all [state telephone numbers](#). No one can have a conviction in the last five (5) years **related to** operating a food business. This also can include food subsidy program or controlled substances violation.
5. ☐ **Menu:** Attach a copy of the menu and/or list of food items for sale.
6. **Letter of Consent** (Form #2)
 - ☐ Submit signed Consent Form.
7. **Cart Plan:** Email a [Food Plan Review Form](#) to development@minneapolismn.gov. There is a [fee](#) for this review. **This is a separate review and we cannot approve your license until it is completed.** If you have questions, call 612-673-3000 or email development@minneapolismn.gov.

2. Additional information

1. No license will be issued for longer than one year.
2. You cannot transfer your license to any other person or location.
3. You must notify the City of any changes to your menu, food cart or location.
4. For reasonable accommodations or alternative formats please contact Business Licensing at 612-673-2080 or via email at businesslicenses@minneapolismn.gov. People who are deaf or hard of hearing can use a relay service to call 311 at 612-673-3000. TTY users call 612-263-6850. Para ayuda, llame al 311. Rau kev pab hu 311. Hadii aad caawimaad u baahantahay wac 311.

3. Applicant information

Legal Company Name	Business Name/DBA		
Name (Last, First, MI)	<input type="checkbox"/> Owner <input type="checkbox"/> Partner <input type="checkbox"/> Food Cart Manager		
Kitchen Address	City	State	Zip Code
Mailing Address (if different than business address)	City	State	Zip Code
E-mail Address	Cell Phone Number	Business Telephone Number	
Minnesota Sales Tax ID Number (Required)	Social Security Number or Individual Tax ID (ITIN) (Required)		
Type of Ownership: <input type="checkbox"/> Corporation <input type="checkbox"/> LLC <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input type="checkbox"/> Non-Profit			
Date of Incorporation		State of Incorporation	
Is this business publicly traded? <input type="checkbox"/> Yes <input type="checkbox"/> No	Proposed Starting Date:		

4. Business information

<input type="checkbox"/> Starting a new food cart business. (New Business)	<input type="checkbox"/> Adding a new license to an existing business. (New License)
<input type="checkbox"/> Taking over an existing business. (New Owner) Name of existing food cart: _____	

5. Owners

List all owners and partners. Ownership must add up to 100%. Attach additional sheets if necessary.			
Full Name: Last, First, Middle		Telephone	
Home Address	City	State	Zip
Title	Date of Birth	Ownership %	
Full Name: Last, First, Middle		Telephone	
Home Address	City	State	Zip
Title	Date of Birth	Ownership %	
Full Name: Last, First, Middle		Telephone	
Home Address	City	State	Zip
Title	Date of Birth	Ownership %	

6. Company operations

Location of Food Cart

Days and hours of operation at location

Give us a description of the food and drinks you will be selling from your cart

List any licenses you currently have or previously held in Minneapolis (business or individual).

Have you ever had a business license denied or revoked by any government entity? ☐ Yes ☐ No
If Yes, Indicate the Date of Denial/Revocation, Government Agency, and Reason for Denial or Revocation.

7. Workers compensation

Workers' Compensation Company

Policy

Dates of Coverage

-----Or-----

I certify that I am not required to carry workers compensation insurance because ☐ I am self-insured. ☐ I am the sole proprietor, and I have no employees. ☐ I have no employees who are covered by workers compensation law. Only employees who are specifically exempted by statute are not covered by the workers compensation law. These include spouse, parents, and children regardless of age. All other workers whose work is controllable by the employer must be covered.

8. Verification

The City of Minneapolis uses the information on this application to determine qualifications for a license. You are not legally required to provide this information. If you refuse, we cannot approve your application. MN Statute 270C.72 requires your Minnesota Tax ID Number and either a Social Security Number or Individual Tax ID Number. These may be given to the Minnesota Commissioner of Revenue if requested. After we approve your license, all information except your Social Security Number is public (MN Statutes, Chapter 13).

A signature is required.

☐ I have read and agree to the [Terms and Conditions](#) for electronic signatures, records and payment.

I, (print name) _____, certify or declare under penalty of perjury under the laws of the State of Minnesota that the information on this application, checklist, and attached documents is true and correct. All information is subject to verification by the State of Minnesota. I understand that false information may result in the denial, suspension or revocation of my business license.

By typing your name, you are electronically signing this application.

Signature of Applicant _____ Title _____ Date _____

Some Highlights of Indoor Food Cart Requirements

1. Propane or electricity is the standard and permitted method of providing a heating and cooling source for your food cart.
2. The dimensions of the cart cannot exceed eight (8) feet in height, eight (8) feet in length, and four (4) feet in width. Carts may be equipped with an umbrella or awning which may overhang by a minimum of 12 inches in any direction.
3. Carts must be capable of being moved by one person.
4. Every license holder shall maintain a permanent location within the City of Minneapolis for storage, preparation, cleaning and servicing. The permanent location must be a licensed food facility. The food cart must return to the permanent location at least once daily for cleaning.
5. The following is a general list of approved foods allowed to be sold by food cart vendors. All food and beverage items must be approved prior to selling.
 - a) Pre-wrapped or packaged non-hazardous foods: (popcorn, candy, canned/bottled beverages, cookies, tortilla chips, packaged ice cream)
 - b) Precooked ready to eat sausages, wieners, polish sausages, cooked bratwurst, frankfurters
 - c) Hot holding of precooked food produced at a Licensed Food Service Establishment
 - d) Hand dipped ice cream
 - e) Hot/cold beverages (coffee, tea, soda, water)
 - f) Other foods may be approved by the Minneapolis Health Department. Contact your Minneapolis Health Inspector at 311 or 612-673-3000.
6. The food cart shall meet all requirements needed to obtain permits from the City of Minneapolis and the State of Minnesota.
7. Licenses are not transferable to any other cart or location.
8. Each licensed indoor food cart may operate up to one (1) location.
9. No location currently approved and in use, will be available for selection or approval.
10. For additional information, see the Minneapolis Code of Ordinances, [Chapter 188.510](#).



**City of Minneapolis
Licenses and Consumer Services**

505 Fourth Ave. S., Room 220

Minneapolis, MN 55415

Telephone: 612-673-2080

www.minneapolismn.gov/businesslicenses

Data Privacy Advisory

Complete the information below and attach the following:

- ☐ A copy of your driver's license or state identification card
- ☐ Background Report: This report must be dated **within 30 days** of receipt of this application and is available from the State of Minnesota Bureau of Criminal Apprehension at 1430 Maryland Ave E. St. Paul, MN 55106 or at 651-793-2400. Here is a list of all [state telephone numbers](#).

The Minnesota Data Practices Act requires us to tell you the following information:

As an applicant for a Minneapolis business license, we ask for private and/or confidential information. We use this to check driving history, criminal history, arrest records, warrant information, and other relevant records.

You are not legally required to provide this information. If you do not, we cannot complete our investigation or approve your application.

The information you provide is public and will be used by the Minneapolis Police Department, License Inspection Unit, the Minneapolis Division of Licenses and Consumer Services, the Minneapolis City Council, and the general public.

Authorization for Release of Information

This Authorization for Release of Information will expire two years from the date you signed it.

Last Name

First Name

Middle Name

Also Known As: _____ Date of Birth: _____

Title: _____

- ☐ I have read and understand the above Data Privacy Advisory.
 - ☐ I have read and agree to the [Terms and Conditions](#) for electronic signatures.
- By typing your name, you are electronically signing this form.

Signature: _____ Date: _____

Food Cart Consent Letter

#2

I authorize _____ to park a food cart-
(cart owner)

☐ Park within 100 feet of my restaurant _____ located at _____.
(name of restaurant) (address)

☐ Park within 200 feet of our school _____ located at _____.
(name of school) (address)

☐ Park indoors at _____.
(address and location)

This consent will be concurrent with the license. If at any time the license expires or is revoked, this consent will be null and void. The food cart owner and operator are required to comply with all applicable sections of the Minneapolis Code of Ordinances. Otherwise, the license may be revoked.

Property Owner

Name

Title

Signature

Phone Number

Date

Food Cart Owner

Name

Signature

Phone Number

Date