

License Application: Pool and Billiard Halls

Definition: A business or room for the playing of pool or billiards. A fee may or may not be charged. Pool or billiard halls or rooms must be 500 feet from any public school, college, or university.

An **All Night Special Bowling, Pool and Billiards License** is required your business is open 24 hours per day. Coin operated or mechanical pool tables require an **Amusement Mechanical Device license**.

Note: We are upgrading our website. Any item in **blue italics** can be found on the Minneapolis Business Licenses website. We are sorry for this temporary inconvenience. Underlined **words** in dark blue are active hyperlinks.

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.
2.	There is a fee , plus a new license processing charge, for this application. You can pay by <input type="checkbox"/> Cash: Drop off your application at our office. <input type="checkbox"/> Check: Mail or drop off your application at our office. <input type="checkbox"/> 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.	<input type="checkbox"/> Business Plan (Form #1)
4.	How many pool tables do you have? _____
5.	Sewer Availability Charge (SAC): The Metropolitan Council charges a fee for new or upgraded sewer connections. You can find out online if a SAC is due for your address. If you have questions, call 612-673-3000 or email development@minneapolismn.gov .
2. Additional Licenses	
Would you like to apply for another license?	
1. Check all that apply and attach the documents listed.	
2. You do not need to complete any additional applications. You will be charged a fee for each additional license. If you have any questions, send an email to businesslicenses@minneapolismn.gov or call 612-673-2080.	
<input type="checkbox"/> Amusement Mechanical Device: Mechanical, electronic and video games for customers to play with a coin or token. <i>Every machine must have a decal.</i> Amusement Mechanical Devices are prohibited in grocery stores. Examples include: baseball, basketball, hockey and similar games; bowling machines; card games; electric rifle, target or gun ranges; miniature pool tables; non-commercial recording machines; photo machines; pinball machines; shuffleboards. <input type="checkbox"/> Attach a list of machines. Include the following: <ul style="list-style-type: none"> • Number of machines • Type of machines • Location of machines • Address of buildings This list needs to be updated any time machines are added or relocated. Contact your License Inspector .	
<input type="checkbox"/> A Background Check is required for the applicant; each owner and/or partner; and officers and managers of the corporation.	
<input type="checkbox"/> Attach a Data Privacy Advisory for the applicant, manager, and all owners and partners. 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 related to the operation of this type of business.

Amusement Place Of:

- Class A: Any business, not licensed for on-sale alcohol, with seven or more amusement mechanical devices
- Class B-1: Any restaurant, with an on-sale alcohol license, with six or fewer amusement mechanical devices
- Class B-2: Any restaurant, with an on-sale alcohol license, with seven or more amusement mechanical devices
or
Any business which is not a restaurant, with on-sale alcohol license, with one or more amusement mechanical devices
- Class C: Any business, not licensed for on-sale alcohol, with three to six amusement mechanical devices
- No license required
Any business, not licensed for on-sale alcohol, with two or fewer amusement mechanical devices
or
Any business, with an on-sale alcohol license, that does not allow individuals under the age of 18 unless they are with a parent or guardian.

3. Applicant Information

Legal Company Name	Business Name/DBA		
Name (Last, First, MI)	<input type="checkbox"/> Owner <input type="checkbox"/> Partner <input type="checkbox"/> On Site Manager		
Business 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	Social Security Number or Individual Tax ID Number		
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 Opening Date:		

4. Business Information

License(s) Requested:

<input type="checkbox"/> Starting a new business in a new building. (New Business)	<input type="checkbox"/> Adding a new license to an existing business. (New License)
<input type="checkbox"/> Starting a new business in an existing building. (New Business) Name of Previous Tenant: _____	<input type="checkbox"/> Taking over an existing business. (New Owner) Name of existing business: _____
<input type="checkbox"/> Changing Equipment.	<input type="checkbox"/> Remodeling Only.

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 %

Full Name: Last, First, Middle		Telephone	
Home Address	City	State	Zip
Title	Date of Birth	Ownership %	

6. Company Operations

Days and Hours of Operation:	Gross Square Footage for Business Use:
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Give us a description of the services, entertainment, and products at your business.

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.

Are you planning or have you completed any construction or remodeling? <input type="checkbox"/> Yes <input type="checkbox"/> No	Name of Contractor or Building Manager
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Explain the scope of the remodeling or construction.

7. Workers Compensation

Workers' Compensation Company	Policy Number	Dates of Coverage
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-----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 _____

9. 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. For reasonable accommodations or alternative formats, please call us at 612-673-2080 or send an email to businesslicenses@minneapolismn.gov. Individuals who are deaf or hard of hearing can use a relay service by calling 311 at 612-673-3000.
4. Information in other languages: Para asistencia 612-673-2700. Rau kev pab 612-673-2800. Hadii aad Caawimaad u baahantahay 612-673-3500.