



City of Minneapolis
Licenses and Consumer Services
 505 Fourth Ave. S., Room 220
 Minneapolis, MN 55415
 Telephone: 612-673-2080

For Office Use Only
 AP: BLAmend/
 AmendPln
 MCO: 362.100,
 363.100, 366.110,
 266.50
 Adm Issuance: No

License Application: Amending a Business Plan

New license applicants submit a business plan describing how they plan to run the business. An amended business plan is required when you make any changes in your operations once your license was approved by City Council. There will be a fee for an entertainment level upgrade.

A complete amended business plan must be submitted and approved by the Minneapolis City Council **before** you can make any changes. A public hearing may be required.

Talk with your Inspector about the changes as you may need other applications depending on what is changing.

Violation of a business plan may result in a suspension, revocation, non-renewal and/or a fine.

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. **Amended Business Plan application**
3. **Updated Business Plan** with the changes added to your originally approved plan.
4. **Floor plan:** Attach a detailed diagram of current floor plan, include the square footage of inside and outdoor areas, all tables, seating and kitchen area.

2. Additional information

1. You cannot transfer your license to any other person or location.
2. 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. Para ayuda, llame al 311. Rau kev pab hu 311. Hadii aad caawimaad u baahantahay wac 311.

Amended Business Plan application

3. Business information

Changes to Business Plan

- Hours of operation
- Type of entertainment- downgrade or upgrade
- Food service hours
- Security and safety plan
- Using promoters
- Outdoor use- patio or sidewalk café
- Other _____

Explain in detail the changes to the Business Plan

Name of person making the request (must be owner, shareholder or partner)		Title	
Phone number		Email	
Business name (DBA)		Business legal corporation name	
Business address	Suite number	City	Zip code
Business Email		Tax ID	
License number		License type	

4. Verification

A signature is required.

- I have read and agree to the [Terms and Conditions](#) for electronic signatures, records and payment.
- I certify or declare under penalty of perjury under the laws of the State of Minnesota that the information on application, checklist, and attached documents is true and correct. All information given is subject to verification by the City of Minneapolis. 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 _____ Title _____ Date _____

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