

City of Duluth – City Clerk's Office  
411 W First Street – City Hall 318  
Duluth, MN 55802-1189  
Phone: (218) 730-5500

For Office Use Only

Date: \_\_\_\_\_

License No. \_\_\_\_\_

## LICENSE APPLICATION

**GOVERNMENT DATA PRACTICES ACT - CLASSIFICATION WARNING:** The data you supply on this form will be used to process the license you are applying for. You are not legally required to provide this data, but we will not be able to process the license without it. Some of the data will be classified as public data if and when the license is granted. Private financial information including a tax identification number and social security number are classified as private data and will be available to governmental personnel and other governmental agencies whose access is necessary to perform their official duties.

LICENSE	FEE
TEMPORARY ON SALE LIQUOR – 1 <sup>ST</sup> DAY/EVENING =	\$60.00
PLUS \$30.00 EACH ADDITIONAL DAY =	\$ _____
TOTAL =	\$60.00

**LICENSEE BUSINESS NAME & ADDRESS:**

The College of St. Scholastica &  
1200 Kenwood Ave  
Duluth, MN 55811

**TRADE NAME OR NAME OF EVENT:**

Mayfest Festival

**BUSINESS PHONE NO:** 218-723-6147

**MANAGER'S NAME & ADDRESS:**

Kaitie Selleck  
1200 Kenwood Ave  
Duluth, MN 55811

**OWNER OF BUSINESS PREMISES:**

The College of St. Scholastica

**EVENT LICENSE DATE (S):** April 27, 2024

Rain Date? Yes ☐ No ☒

If Yes, List Date: \_\_\_\_\_

Contact State Health Department at 723-4642 For Application for Beer and/or Food.  
Security Personnel Questions? Call 730-5421

Will Dancing Be Allowed? Yes ☒ No ☐

If Yes, Contact City Clerk's Office For Dancing License Application

I HEREBY STATE THAT ALL INFORMATION HERE IS TRUE AND CORRECT AND THAT I SHALL COMPLY WITH ALL PROVISIONS OF THE ORDINANCES OF THE CITY OF DULUTH AND LAWS OF THE STATE OF MINNESOTA AND THEIR AMENDMENTS.

**MAILING ADDRESS**

The College of St. Scholastica Box 2551  
1200 Kenwood Ave, Duluth MN

**EMAIL:** saintslife@css.edu

SIGNATURE OF APPLICANT



## CITY OF DULUTH APPLICATION FOR ALCOHOLIC BEVERAGE LICENSE

1. Name of Applicant (individual, partnership, corporation or association) that owns the business to be licensed:  
The College of St. Scholastica
2. Trade Name: The College of St. Scholastica
3. Address of place to be licensed: 1200 Kenwood Ave, Duluth, MN, 56360
4. Designated Serving Areas (i.e. round floor, second, deck, etc.) Science Front Lawn (lawn in front of our Science Building)
5. Name and address of owner of building: The College of St. Scholastica  
1200 Kenwood Ave  
Duluth, MN 55811
- Any connection with applicant? Yes, Owner Who receives the rent? \_\_\_\_\_
6. Who will direct the operation of the business or serve as manager on the premises?  
List name, address & title: Kaitie Selleck, Student Activities Director  
1200 Kenwood Ave, Duluth, MN 55811
7. If partnership, give name of each partner and percentage of ownership, and, if limited partnership, give details:  
N/A: We're a 501(c)3
8. If corporation, list all stockholders, directors, officers and the percentage of stock or number of shares owned by each:  
N/A: We're a 501(c)3
9. State approximate distance of this establishment from the nearest academy, college, university, church or school:  
0 miles, as we are a College
10. State whether any consideration, money or property, has been paid, or will be paid, given, exchanged or pledged, by anyone, and to whom, for the purchase or operation of this business. State the amounts in detail.  
Alcohol will be sold for the price outlined by our caterer at the time.

**Failure to answer all questions truthfully on this application and Affidavit "A," which is made a part thereof, will be just cause for revocation of your license.**

I (we) hereby certify that the applicant will be the sole owner and operator of this business to be conducted under the license and I (we) will notify the City Council in writing of any change in ownership in this business before the change is made, for the approval of the Alcohol, Gambling and Tobacco Commission and City Council. I (we) have read the foregoing questions and answers to said questions are true of my (our) knowledge. I (we) will comply with all the provisions of the Alcoholic Beverage Code and the laws and regulations of their amendments.

Signature: [Signature]

Date: 2/26/24

Signature: [Signature]

Date: 2/26/24



## CITY OF DULUTH SUPPLEMENTAL FORM

***Additional information is being required by the Duluth Police Department. An incomplete application will result in the delay or rejection of your application.***

1. Is this the first time for this event?

Yes ☐ No ☒

If No, how many people attended this event

335

If Yes, how many people are you expecting to attend?

\_\_\_\_\_

2. What kind of advertisement have you done? \_\_\_\_\_

We advertise to students, staff, and faculty through posters and on our app, SaintsLife. This is an event for our College community.

3. What is the age of the target group for this event?

18-60


4. Will alcohol be sold or given away at this event?

yes

5. Will dancing be allowed at this event?

yes

I understand that as the applicant for this permit/license, I am responsible for the Police/Security for this event. I will provide proof of hired security two weeks prior to the scheduled event.

  
Applicant Signature

2/23/24

Date

### For office use only

Is a licensed Peace Officer needed for this event? \_\_\_\_\_

If yes, how many licensed peace officers will be required? \_\_\_\_\_



**DULUTH LEGISLATIVE CODE.**

**CHAPTER 8.**

**BEVERAGES.**

**Article 1. Alcoholic Beverages.**

**Subdivision II. Licenses.**

**Sec. 8-44. To whom licenses issued--intoxicating liquor.**

...(e) Temporary on sale liquor licenses shall be issued only to:

- (1) Clubs, charitable organizations, religious organizations and other nonprofit organizations in existence for at least three years;
- (2) A registered political committee;
- (3) A state university; or
- (4) A brewer who manufactures fewer than 3,500 barrels of malt liquor in a year;

in connection with a social event sponsored by the licensee. The license shall be issued for a limited length of time, not to exceed four consecutive days. Temporary on sale licenses to any one organization or for one location shall not exceed more than three four-day, four three-day, six two-day or 12 one-day licenses, in any combination not to exceed 12 days per year. No more than one license shall be issued to any one organization or for any one location within any 30 day period unless the licenses are issued in connection with an event officially designated a community festival by the city. The city may authorize the temporary on sale liquor license on premises other than premises the licensee owns or permanently occupies. The license may provide that the licensee may contract for intoxicating liquor catering services with the holder of a full-year on sale intoxicating liquor license used by the city;...