



City of Shoreview
4600 Victoria Street North
Shoreview, MN 55126
ph. 651-490-4600 fax 651-490-4699

Tree Trimmer License Application

Fee: \$50.00

Minnesota ID # _____

Federal ID # _____

For Office Use Only	
Approval Date	_____
License #	_____
Receipt #	_____
Date Paid	_____

Company Names and Complete Address

Street _____ City _____ State _____ Zip _____

Business Phone (____) _____

Applicant Name _____

I, _____, hereby apply for a City of Shoreview license for the current calendar year, in the City of Shoreview, County of Ramsey, State of Minnesota.

How long in business _____ (years)

If a firm or corporation, give name, address and telephone number of superintendent or foreman responsible for the work.

Name _____

Address _____

Phone Number (____) _____

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and such rules and regulations as the City Council of the City of Shoreview may from time to time prescribe.

This application is incomplete without proof of insurance and application fee.

Signature of Applicant

Complete Reverse Side

Certificate of Compliance Minnesota Workers' Compensation Law

PRINT IN INK or TYPE.

Minnesota Statutes, Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business or engage in any activity in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Minnesota Statutes, Chapter 176. The required workers' compensation insurance information is the name of the insurance company, the policy number, and the dates of coverage, or the permit to self-insure. 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.

BUSINESS NAME (Individual name only if no company name used)	LICENSE OR PERMIT NO (if applicable)
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DBA (doing business as name) (if applicable)

BUSINESS ADDRESS (PO Box must include street address)	CITY	STATE	ZIP CODE
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YOUR LICENSE OR CERTIFICATE WILL NOT BE ISSUED WITHOUT THE FOLLOWING INFORMATION. You must complete number 1, 2 or 3 below.

NUMBER 1 COMPLETE THIS PORTION IF YOU ARE INSURED:

INSURANCE COMPANY NAME (not the insurance agent)		
WORKERS' COMPENSATION INSURANCE POLICY NO.	EFFECTIVE DATE	EXPIRATION DATE

NUMBER 2 COMPLETE THIS PORTION IF SELF-INSURED:

I have attached a copy of the permit to self-insure.

NUMBER 3 COMPLETE THIS PORTION IF EXEMPT:

I am not required to have workers' compensation insurance coverage because:

- I have no employees.
- I have employees but they are not covered by the workers' compensation law. (See Minn. Stat. § 176.041 for a list of excluded employees.) Explain why your employees are not covered: _____
- Other: _____

ALL APPLICANTS COMPLETE THIS PORTION:

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

APPLICANT SIGNATURE (mandatory)	TITLE	DATE
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NOTE: If your Workers' Compensation policy is cancelled within the license or permit period, you must notify the agency who issued the license or permit by resubmitting this form.
This material can be made available in different forms, such as large print, Braille or on a tape. To request, call 1-800-342-5354 (DIAL-DLI) Voice or TDD (651) 297-4198.



CERTIFICATE OF INSURANCE REQUIREMENTS

All contractors must have a certificate of insurance made out to the City of Shoreview in the amounts of:

\$200,000 per claimant (minimum)

\$600,000 per occurrence for injuries to persons

\$200,000 for property damage

Certificate of insurance must be on file before an application is approved.

CERTIFICATE OF BOND(S) REQUIREMENTS

TREE contractors must supply a Surety Bond in the amount of \$2,500 that states the type of work to be performed. Licenses are approved by the City Council at the regular monthly meetings.

If you have questions, please call **Shoreview City Hall at 651-490-4600**.

THE LICENSE APPLICATION WILL NOT BE ADMITTED UNTIL ALL PAPERWORK HAS BEEN RECEIVED. THIS INCLUDES THE INSURANCE AND BOND REQUIREMENTS. CITY HALL MUST BE CONTACTED TO ENSURE THAT THE LICENSE IS COMPLETE BEFORE SITE WORK IS STARTED.

Thank you,
Licensing Department

This application is incomplete without proof of insurance and application fee.