

HENNEPIN COUNTY

PUBLIC HEALTH

December 15, 2022

Dear Vending Machine Operator:

Enclosed are documents for the **2023** licensing of your **vending** machine(s) in Hennepin County (HC). Please complete and return the attached form with payment to license your machine(s). Machines requiring a vending license are those that offer USDA factory sealed items such as chips, pretzels, bakery items, dairy products, salads, sandwiches, beverages which require refrigeration (ex. Naked Juice) and beverage dispensing machines (ex. coffee/hot chocolate). See also the enclosed list of the 35 cities within the HC Environmental Health licensing jurisdiction. Please contact us with any questions.

- Canned soda or **candy only** machines are exempt, and do not require licensing.
- Product must be factory sealed from a USDA inspected facility.
- Globe machines are \$5.00 each / regular vending machines are \$20.00 each.
- Be sure to include payment only for machines that are physically located in our jurisdiction.
- Make check payable to **Hennepin County Treasurer**.
- Please send payment and forms to:

Hennepin County Environmental Health
1011 First Street South, Suite 215
Hopkins, MN 55343

- For forms and information regarding our services visit us at **www.hennepin.us/envhealth**.

Should you have any questions, please feel free to contact us at (612) 543-5200.

Thank you,

Hennepin County Public Health
Licensing Department

Hennepin County Public Health
1011 South First Street, Suite 215, Hopkins, MN 55343
612-543-5200 | Epi-envhlth@hennepin.us





2023 Vending Machine Licensing

Under the delegation agreement with the Minnesota Department of Agriculture, Hennepin County will license and inspect commissaries and vending machines in the following jurisdictions:

Brooklyn Center	Greenfield	Medina	Robbinsdale
Champlin	Hanover	Metro Airport	Rockford (Part Only)
Chanhassen (Eastern Portion Only)	Hassan	Minnetonka Beach	Rogers
Corcoran	Independence	Minnetrista	St. Anthony
Dayton	Long Lake	Mound	St. Bonifacius
Deephaven	Loretto	New Hope	Shorewood
Eden Prairie	Maple Grove	Orono	Spring Park
Excelsior	Maple Plain	Osseo	Tonka Bay
	Medicine Lake	Plymouth	Woodland

Machines containing ONLY canned soda or candy are exempt. We license all other vending machines stocked with USDA inspected, factory sealed snack and food items as well as beverage dispensing machines. The vending machine fee is \$20.00 per machine. Globe machines are \$5.00 each.

_____ # of Vending Machines X \$20.00 each = \$ _____

_____ # of Globe Machines X \$5.00 each = \$ _____

Make checks payable to: Hennepin County Treasurer

Please PRINT the following information

Owner Name: _____

Mailing Address: _____

City / St. / Zip: _____

Contact: _____ Phone #: _____

What city is your commissary / warehouse in? _____

How many vehicles are used to deliver your products? _____

Please complete the following or attach a typed list of your machines within Hennepin County's jurisdiction based on the list above.

# of Machines	Type of Machine	Location of Machine (building name/street address)	City	FOR OFFICE USE
				License #



