

TREE CARE REGISTRY APPLICATION

Minnesota Statutes § 18G.07

You may apply for a certificate online at mda.state.mn.us/tree-care-registry Office Use Only:

Section 1 – Legal Business Information and Mailing Address

Legal Holder of Certificate

Business Name or Legal Full Name:	Secretary of State File Number:	
Registered DBA (if different):	Secretary of State DBA File Number:	
Licensed Address:	City:	
County:	State:	Zip:

Enter one of the following tax IDs

Federal Tax ID:	State Tax ID:	OR Social Security Number:
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Mailing Address Information (if different than above)

Mailing Address:	City:
County:	State:/zip:

Minn. Stat. § 270C.72 requires all Minnesota licensing authorities to collect a Minnesota business identification number, Social Security number, or individual taxpayer identification number, as applicable, from all business license applicants. This information is required for the purposes of collection of taxes and penalties owed to the state. Applicants should provide their Social Security number only if they are a sole proprietor that does not have employees or other tax obligations. Applicants are responsible for determining if they are required to have a business ID number and should contact the Minnesota Department of Revenue if they have questions (<https://www.revenue.state.mn.us/minnesota-tax-id-requirements>).

Section 1.1 – Registry Fee

Item	Calculation	Fee
1	Base certificate fee (600372 3100) =	\$25.00
2	Processing Surcharge, set amount (553068 3360) =	Flat rate \$5.00
3	Total Due from Section 1 Item 3 =	\$30.00

A 5% processing surcharge on the base license fee will be included in accordance with Minnesota Statute 17.033.

Return all completed pages of this form along with your check made payable to:

MINNESOTA DEPARTMENT OF AGRICULTURE
Attn: Cashier
625 Robert Street North
Saint Paul, MN 55155-2538

For Office Use Only

Section 2 - Business Contact Information

Contact Name	Email	Phone ()-
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Section 3 - Additional locations (Attach additional sheet(s) if necessary)

Location name	Street address	City	County
1.			
2.			
3.			
4.			
5.			
6.			

Section 4 – Minnesota Counties Where Work Is Performed (Circle all that apply):

Aitkin	Cook	Itasca	McLeod	Pope	Swift
Anoka	Cottonwood	Jackson	Meeker	Ramsey	Todd
Becker	Crow Wing	Kanabec	Mille Lacs	Red Lake	Traverse
Beltrami	Dakota	Kandiyohi	Morrison	Redwood	Wabasha
Benton	Dodge	Kittson	Mower	Renville	Wadena
Big Stone	Douglas	Koochiching	Murray	Rice	Waseca
Blue Earth	Faribault	Lac Qui Parle	Nicollet	Rock	Washington
Brown	Filmore	Lake	Nobles	Roseau	Watonwan
Carlton	Freeborn	Lake of the Woods	Norman	Scott	Wilkin
Carver	Goodhue	LeSueur	Olmsted	Sherburne	Winona
Cass	Grant	Lincoln	Otter Tail	Sibley	Wright
Chippewa	Hennepin	Lyon	Pennington	St. Louis	Yellow Medicine
Chisago	Houston	Mahnomen	Pine	Stearns	
Clay	Hubbard	Marshall	Pipestone	Steele	
Clearwater	Isanti	Martin	Polk	Stevens	

The information provided on this application will be used to assess the applicant's eligibility to hold a permit. Applicants are not legally required to provide MDA with the information requested, but only completed applications will be considered for approval. All applicants are required by Minnesota Statutes, Chapter 21.891 to provide the information requested in this form; incomplete or inaccurate applications may result in a delay in the processing of an application or the denial of a permit. The information provided will be accessed only by MDA staff that have a business need to see the data, the state auditor, legislative auditor, or by court order.

As an applicant in the Tree Care Registry, some data you provide on this application (including social security numbers, if applicable) are classified under Minnesota law as private or nonpublic. Data classified as private or nonpublic will be viewed and used only by MDA employees and contractors that require access to perform a valid work assignment. Entities that the MDA may legally share this information with include, but are not necessarily limited to, the United States Department of Agriculture, the Minnesota Department of Management and Budget, the Minnesota Department of Administration, and the Minnesota State and Legislative Auditors. In certain situation , the MDA may share this information with local, state and federal law enforcement agencies and other government entities charged with protecting human health and safety such as the Minnesota Department of Health. In the event of a legal action, the MDA may share this information with the Minnesota Office of the Attorney General and Minnesota or federal courts. The information may also be proved to any party in a valid court order or federal subpoena.

As a condition of obtaining this registry, pursuant to Minnesota Statutes 18J.05, you appoint the commissioner of agriculture to be an agent upon whom all legal process may be served and service upon the commissioner is deemed to be service for you as registrant.

Please note: Registry is NOT transferable, and fees are not refundable.

I CERTIFY THAT ALL THE INFORMATION I PROVIDE ON THIS FORM IS TRUE AND ACCURATE

Type or Print Name of Applicant and Title	Applicant Signature	Date
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Return all completed pages of this form along with your check made payable to: Minnesota Department of Agriculture
Attention: Cashier
625 Robert Street North
St Paul, MN 55155