



**CITY OF RAMSEY
APPLICATION FOR
THERAPEUTIC MASSAGE THERAPIST LICENSE**

License application review and approval process may take up to **120 days**. Business licenses are issued after approval by City Council and once background investigation is complete. Refer to City Code [Chapter 26 Article XVIII](#) for ordinance details. Tax ID required per MN Statute 270C.72. Incomplete applications will not be accepted. Approved licenses are valid through December 31st and renewable annually.

Enclose with this completed, notarized application:

License Year: _____

- License fee \$100 (Renewal \$75)
- Background check fee \$50
- Completed and signed Request for Background Check Information form
- Color copy of driver's license or government-issued ID
- Certified copy of Therapeutic Massage Training certificate or transcript from U.S. accredited school with minimum of 500 hours of completed training
- Proof of professional massage liability insurance (coverage \$1,000,000)

1) Applicant's **Full** Name: _____
Last First Middle

2) Phone Number: _____ ☐ Cell ☐ Business ☐ Other: _____

3) Email Address: _____

4) Applicant's Home Address: _____

5) Applicant's Date of Birth: _____

6) Applicant's Place of Birth: _____

7) Minnesota Tax Identification #: _____

8) Federal Tax Identification No.: _____

9) Premise where therapeutic massage services will be provided: ☐ Residential Home ☐ Business

Name of Business & Address: _____

10) Applicant is: ☐ Owner ☐ Manager ☐ Employee ☐ Other: _____

11) Number of years of experience as a Massage Therapist: _____

12) List Name, Location & Dates of training institutions attended:

13) List Name, Location & Dates of previous employment as a Massage Therapist:

14) List other communities where applicant has been licensed or has applied to be licensed & status:

15) Has applicant previously been denied a license to perform massage services, or had a license revoked or suspended?

☐ Yes ☐ No

If Yes, list Date & Location of such denial, revocation, or suspension.

16) Describe the services you will be providing, including specific techniques and equipment you will be using.

17) Has applicant been convicted of a crime (other than a traffic violation) within the last five (5) years?

☐ Yes ☐ No

If Yes, list Offense(s) with Dates & Location(s):

DATA PRACTICES ADVISORY: The data supplied in this application will be used to assess the qualifications for a license. This data is not legally required but the City will not be able to grant the license without it. If a license is granted, the data will constitute a public record.

I hereby certify that the foregoing statements are true and correct to the best of my knowledge and that the giving of false information or the failure to give pertinent information constitutes cause for revocation of this permit. Further, I agree to comply with all the provisions of the ordinance under which this license is granted.

Applicant's Signature: _____ Date: _____

Subscribed and sworn to before me, a notary public, on this ____ day of _____, 20____

NOTARY PUBLIC

My Commission expires: _____

Return completed application and requested information along with the fee to:

***City of Ramsey
Attn: Business Licenses
7550 Sunwood Drive NW
Ramsey, MN 55303***

Make check or money order payable to "City of Ramsey". VISA, MasterCard, Discover accepted.

----This license will expire on December 31st----

CITY OF RAMSEY
TENNESSEN WARNING

The City of Ramsey has asked that you provide information about yourself which may be classified as private, confidential, nonpublic, or protected nonpublic under the Minnesota Government Data Practices Act. This means that this data is not ordinarily available to the general public. Accordingly, the City is required to inform you of the following:

1. The purpose and intended use of the information requested is to determine if you are eligible for a license from the City of Ramsey.
2. You are not legally obligated to supply the requested information.
3. The known consequences of supplying the requested information is that the information or further investigation could disclose information which could cause your application to be denied.
4. The known consequences of refusing to supply the requested information is that your request for a license cannot be processed.
5. A criminal charge, arrest, or conviction will not necessarily bar you from obtaining a license with the City, unless the conviction is related to the matter for which the license is sought, according to Minnesota Statute 364.03, or subject to such other exceptions as are provided by law. However, failure to reveal the requested criminal information will be considered falsification of the application and may be used as grounds for the denial of the application.
6. Other governmental agencies necessary to process your application are authorized by law to receive the information provided.
7. The City may be required to furnish some of this information to the Minnesota Department of Revenue or other governmental agencies.

The undersigned, by signing this notice, acknowledges that he/she has read and understood the contents of this notice.

Date

Signature

Print Name

Findings by Ramsey Police Department:

- ☐ Recommend Approval
- ☐ Recommend Denial
- ☐ See Attached

Additional Comments:

Police Chief Signature: _____