

# HENNEPIN COUNTY

## PUBLIC HEALTH

2024

Dear Vending Machine Operator:

Enclosed is the form for the **2024** licensing of your vending machine(s) in Hennepin County. 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). Products must be factory sealed from a USDA inspected facility. Please complete a plan application or consult request if your machine does not contain prepackaged/factory sealed items. <https://www.hennepin.us/business/licenses-permits/food-pools-lodging>

- Canned soda or candy only machines are **EXEMPT**, and do not require 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 ( <b>Part Only</b> )
Chanhassen ( <b>Eastern Portion Only</b> )	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

- 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  
479 Prairie Center Drive  
Eden Prairie, MN 55344

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

Thank you,

Hennepin County Public Health  
Licensing

Hennepin County Public Health  
479 Prairie Center Drive, Eden Prairie, MN 55344  
612-543-5200 | [Epi-envhlth@hennepin.us](mailto:Epi-envhlth@hennepin.us)

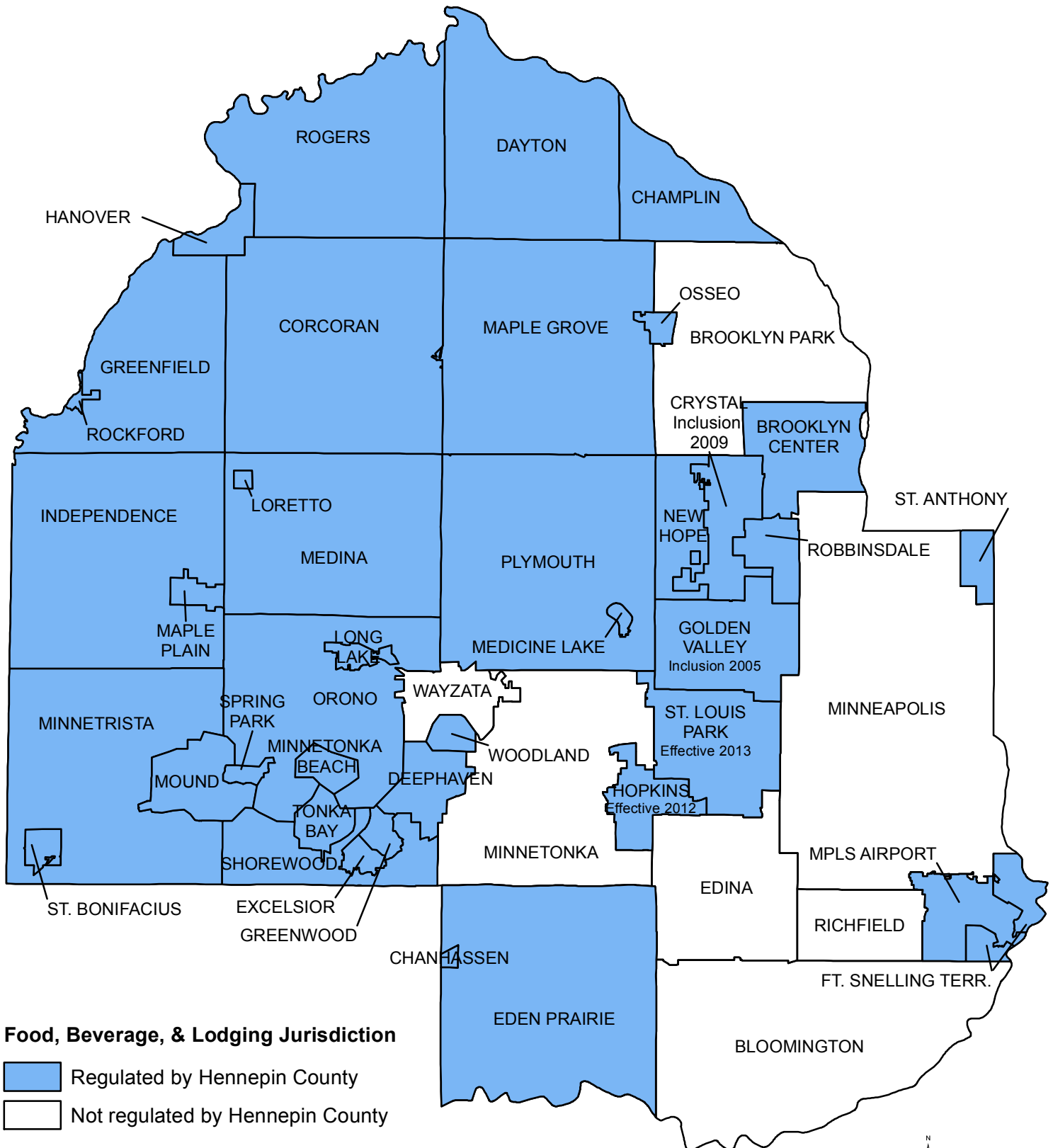


# Food, Beverage, & Lodging Jurisdiction

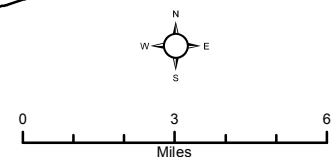
Regulated by Hennepin County Environmental Health



Hennepin County  
Human Services  
and Public Health  
Department  
Public Health Protection  
Environmental Health



Source: Hennepin County HSPHD - Public Health Protection 8/2012  
Prepared by: Hennepin County GIS Office & HSPHD



# 2024 Vending Machine Licensing

Please complete and return the attached form with payment to license your machine(s).

Make checks payable to Hennepin County Treasurer.

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

## 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? \_\_\_\_\_

## Calculate payment based on total machines to be licensed:

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 = \$ \_\_\_\_\_

## Complete the following or attach a typed list of your machines within Hennepin County's jurisdiction:

# of Machines	Type of Machine	Location of Machine (building name/street address)	City	FOR OFFICE USE
				License #
1	Frozen Food	XYZ Manufacturing, 1 <sup>st</sup> fl breakroom, 12100 Main St	Eden Prairie	

