



Application to Distribute Publication

MnDOT Safety Rest Area Program

Instructions

1. Confirm requested Publication and Newsrack comply with the Requirements stated in this application and with [MnDOT Policy OP003 for Safety Rest Areas](#).
2. Complete this form and assemble required submittals.
3. Mail completed form and required submittals to:
 Safety Rest Area Program Manager
 395 John Ireland Boulevard – Mail Stop 686
 St. Paul, MN 55155-1800

Submittal Checklist

MnDOT will only accept requests postmarked between March 1 and April 15 of each year. Permits to distribute a Publication are valid from May 16 through the following May 15 of each year.

Applicant must submit the following items:

1. Application to Distribute Publication form (this form completed, signed and dated)¹
2. Scale drawing, photograph and/or product cut sheet of the Newsrack showing Newsrack size, materials, colors and construction, including support and anchoring structure¹
3. A sample of the Publication the Applicant would distribute¹
4. Certificate of Insurance²

Applicant

Business Name: _____

Street: _____

City, State Zip: _____

Contact Person: _____ Phone Number: _____

Email: _____ Fax Number: _____

Publication

Publication Name: _____

Publisher/Distributor Name: _____

¹ Applicant must submit a separate application for each Publication and for each type of Newsrack with the following exception. Where requesting distribution of the same Publication using identical Newsracks at multiple rest areas, Applicant may submit one application, one sample of the Publication and one scale drawing, photograph and/or product cut sheet of the Newsrack.

² The Certificate of Insurance must state: "The State of Minnesota is included as additional insured as required by MnDOT Policy OP003." The certificate must also list the name and location of each rest area at which the Applicant wishes to place a Newsrack or it may more broadly read, "Distribution of publications via Newsracks at MnDOT Class I safety rest areas for the term May 15, [current year] to May 15, [next year]." The certificate should list as the Certificate Holder, The State of Minnesota, Department of Transportation, ATTN: Rest Area Program Manager, 395 John Ireland Blvd, Mail Stop 686, St. Paul, MN 55155.



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Publication and Newsrack Requirements – Certification by Applicant

Applicant must answer the following questions related to this application. By answering in the affirmative to each question, the Applicant certifies compliance with MnDOT Policy OP003 with respect to the Newsrack.

YES	NO	
<input type="checkbox"/>	<input type="checkbox"/>	Are all items listed on the submittal checklist included with this request?
<input type="checkbox"/>	<input type="checkbox"/>	Is the Publication to be displayed in the Newsrack free of any obscene material, as defined in Minn. Stat. §617.241?
<input type="checkbox"/>	<input type="checkbox"/>	Is Newsrack constructed of metal or heavy-duty plastic designed specifically for dispensing Publications from an exterior location, subject to Minnesota’s varying weather conditions?
<input type="checkbox"/>	<input type="checkbox"/>	Will the Newsrack dispense no more than one (1) Publication?
<input type="checkbox"/>	<input type="checkbox"/>	Is the Newsrack ADA compliant?
<input type="checkbox"/>	<input type="checkbox"/>	Does the Newsrack feature a transparent window through which a person can view the current Publication’s cover from outside the Newsrack?
<input type="checkbox"/>	<input type="checkbox"/>	Is the Newsrack 50 inches or less in height, 30 inches or less in width, and 24 inches or less in depth?
<input type="checkbox"/>	<input type="checkbox"/>	Is the Newsrack completely enclosed, with a self-closing door that is either self-latching or otherwise requires manual or mechanical release at each use?
<input type="checkbox"/>	<input type="checkbox"/>	Is the Newsrack predominantly an earth-tone color such as of black, brown, tan, gray, or green with no fluorescent, bright or vivid colors?
<input type="checkbox"/>	<input type="checkbox"/>	Is the Newsrack and its design such that it does not create a danger to persons using the Newsrack or to the general public?
<input type="checkbox"/>	<input type="checkbox"/>	Is the Publication free or if there is charge, is the Newsrack equipped with a coin-return mechanism or other means to provide immediate refunds for malfunctions when a fee is charged for the Publication?
<input type="checkbox"/>	<input type="checkbox"/>	Does the Newsrack prominently and legibly display a telephone number and email address to report malfunctions or to secure a refund in the event of a malfunction of the payment mechanism?
<input type="checkbox"/>	<input type="checkbox"/>	Will the Applicant install the Newsrack in a safe and secure manner so as to prevent the Newsrack from being stolen or becoming a hazard in severe weather? This can be accomplished by either weighting of the Newsrack or bolting the Newsrack to an independent concrete base stored within the footprint of the Newsrack. Applicant cannot chain or fasten Newsrack to any existing elements on site or to other Newsracks.
<input type="checkbox"/>	<input type="checkbox"/>	Is the Newsrack devoid of advertising, except for the Publication name and logo?
<input type="checkbox"/>	<input type="checkbox"/>	Is the Publication name and logo in an area no larger than 15” x 17” on the front, sides and/or back of the Newsrack?
<input type="checkbox"/>	<input type="checkbox"/>	Does the Newsrack prominently and legibly display the following information on the front of the Newsrack: the name of Newsrack owner, distributor name, full mailing address, 10-digit telephone number and email address?
<input type="checkbox"/>	<input type="checkbox"/>	Is the following conspicuously and legibly placed on the Newsrack? <i>“Disclaimer: Any opinions, advice, statements, services, offers, or other information or content expressed or made available by third parties, including information providers, users, or others, are those of the respective author(s) or distributor(s) and do not state or reflect those of MnDOT. Reference herein to any specific commercial products, process, or service by trade name, trademark, manufacturer, or otherwise, does not constitute or imply its endorsement, recommendation, or favoring by the State of Minnesota.”</i>
<input type="checkbox"/>	<input type="checkbox"/>	Is the Newsrack free of: dirt and grease; chipped, faded, peeling, or cracked paint; rust, corrosion, dents, blemishes, and discoloration; cracked, broken, blemished, or discolored window glass; and broken or misshapen structural elements?

Requested Newsrack Locations

The Applicant requests to place and maintain a Newsrack for the distribution of the Publication identified in this application at each rest area the Applicant has marked with an “X” in the boxes provided on the following pages.



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Rest Area	Route/Direction Served	Mile Post	Location Description	County	Latitude, Longitude
<input type="checkbox"/> Albert Lea TIC (NB)	I35 northbound	1.1	8.0 miles south of Albert Lea	Freeborn	+43.515774,-93.352777
<input type="checkbox"/> Straight River (S.B.)	I35 southbound	34.9	7.0 miles south of Owatonna	Steele	+43.986203,-93.257605
<input type="checkbox"/> Straight River (N.B.)	I35 northbound	35.0	7.0 miles south of Owatonna	Steele	+43.987212,-93.252557
<input type="checkbox"/> Heath Creek (N.B.)	I35 northbound	68.1	9.0 miles north of Faribault	Rice	+44.450659,-93.289625
<input type="checkbox"/> New Market (S.B.)	I35 southbound	75.3	0.5 miles north of Rice County line	Scott	+44.550678,-93.301134
<input type="checkbox"/> Forest Lake (S.B.)	I35 southbound	131.0	0.8 miles south of Cty Rd 2	Washington	+45.27019,-93.009192
<input type="checkbox"/> Goose Creek (N.B.)	I35 northbound	154.1	1.5 miles North of Harris	Chisago	+45.599212,-92.993286
<input type="checkbox"/> Kettle River (N.B.)	I35 northbound	197.9	5.0 miles north of Sandstone	Pine	+46.211269,-92.83734
<input type="checkbox"/> General Andrews (S.B.)	I35 southbound	208.4	2.0 miles northeast of Willow River	Pine	+46.356782,-92.806136
<input type="checkbox"/> Culkin (N.B.)	I35 northbound	225.9	1 miles south of Mahtowa	Carlton	+46.559235,-92.596716
<input type="checkbox"/> Thompson Hill TIC (S.B.)	I35 both traffic directions	250.4	At junction with I-35 & Hwy 2	Saint Louis	+46.729469,-92.205428
<input type="checkbox"/> Beaver Creek TIC (E.B.)	I90 eastbound	0.0	In South Dakota, 0.5 miles west of state line	Minnehaha in South Dakota	+43.607111,-96.462359
<input type="checkbox"/> Adrian (E.B.)	I90 eastbound	24.1	2.8 miles west of Adrian	Nobles	+43.637073,-95.981262
<input type="checkbox"/> Adrian (W.B.)	I90 westbound	24.9	1.8 miles west of Adrian	Nobles	+43.63804,-95.966716
<input type="checkbox"/> Clear Lake (E.B.)	I90 eastbound	69.4	4.2 miles west of Jackson	Jackson	+43.635326,-95.082912
<input type="checkbox"/> Des Moines River (W.B.)	I90 westbound	72.5	1.5 miles west of Hwy 71	Jackson	+43.640417,-95.020097
<input type="checkbox"/> Blue Earth (W.B.)	I90 westbound	118.8	1.0 miles west of Hwy 169	Faribault	+43.663535,-94.117671
<input type="checkbox"/> Blue Earth (E.B.)	I90 eastbound	119.2	1.0 miles west of Hwy 169	Faribault	+43.658783,-94.112025
<input type="checkbox"/> Hayward (E.B.)	I90 eastbound	161.8	2.2 miles east of 35	Freeborn	+43.669104,-93.284453



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<input type="checkbox"/> Oakland Woods (W.B.)	I90 westbound	170.9	1.25 miles west of Hwy 34	Freeborn	+43.661146,-93.114048
<input type="checkbox"/> High Forest (E.B.)	I90 eastbound	202.5	3.1 miles southwest of High Forest	Mower	+43.809845,-92.581924
<input type="checkbox"/> Marion (W.B.)	I90 westbound	221.7	3.5 miles east of Hwy 52	Olmsted	+43.956328,-92.285009
<input type="checkbox"/> Enterprise (E.B.)	I90 eastbound	244.1	10.0 miles east of St. Charles	Winona	+43.931482,-91.852849
<input type="checkbox"/> Dresbach TIC (W.B.)	I90 westbound	275.3	I-90 and Hwy 61 at Dresbach	Winona	+43.859473,-91.304562
<input type="checkbox"/> Moorhead TIC (E.B.)	I94 eastbound	1.8	1.27 miles east of US75	Clay	+46.845416,-96.741255
<input type="checkbox"/> Hansel Lake	I94 westbound	68.8	0.4 miles southeast of junction with Hwy 59	Otter Tail	+46.132795,-95.922183
<input type="checkbox"/> Lake Latoka (E.B.)	I94 eastbound	99.6	1.15 miles northwest of junction with Hwy 27	Douglas	+45.868426,-95.450587
<input type="checkbox"/> Burgen Lake (W.B.)	I94 westbound	105.3	1.5 miles east of Hwy 29	Douglas	+45.837264,-95.343913
<input type="checkbox"/> Big Spunk Lake (E.B.)	I94 eastbound	151.7	1.5 miles west of Avon interchange	Stearns	+45.603190,-94.483256
<input type="checkbox"/> Middle Spunk Lake (W.B.)	I94 westbound	151.9	1.0 miles west of Avon interchange	Stearns	+45.60408,-94.4762
<input type="checkbox"/> Fuller Lake (W.B.)	I94 westbound	177.5	1 miles west Wright County Line	Stearns	+45.418975,-94.072161
<input type="checkbox"/> Enfield (E.B.)	I94 eastbound	187.0	6.0 miles west of junction with Hwy 25	Wright	+45.349657,-93.907324
<input type="checkbox"/> Elm Creek (E.B.)	I94 eastbound	215.0	2.0 miles northwest of junction with I-494	Hennepin	+45.111573,-93.473901
<input type="checkbox"/> St. Croix TIC (W.B.)	I94 westbound	255.8	2.76 miles west of St Croix River	Washington	+44.951353,-92.82045



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Rest Area	Route/Direction Served	Mile Post	Location Description	County	Latitude, Longitude	
<input type="checkbox"/> Brainerd Lakes Area Welcome Ctr	MN371	both traffic directions	20.5	7393 State Hwy 371, Brainerd	Crow Wing	+46.26035,-94.319478
<input type="checkbox"/> Worthington T.I.C.	MN60	both traffic directions	5.1	2.0 miles south of Worthington	Nobles	+43.566840,-95.652084
<input type="checkbox"/> Watonwan River	MN60	both traffic directions	73.5	5.0 miles east of St. James	Watonwan	+43.978869,-94.518815
<input type="checkbox"/> Frazee	US10	both traffic directions	55.2	1.0 miles southwest of Frazee	Otter Tail	+46.715417,-95.705289
<input type="checkbox"/> Central Minnesota (St Cloud) TIC	US10	both traffic directions	181.1	2.0 miles east of Hwy 23	Sherburne	+45.532103,-94.095580
<input type="checkbox"/> Daytonport	US10	both traffic directions	218.5	6.0 miles northwest of Anoka	Anoka	+45.24597,-93.504617
<input type="checkbox"/> Minnesota Valley	US169	both traffic directions	80.1	1.0 miles north of Le Seuer	Le Sueur	+44.488260,-93.875893
<input type="checkbox"/> Rum River	US169	both traffic directions	203.3	11.0 miles north of Milaca	Mille Lacs	+45.924577,-93.664954
<input type="checkbox"/> Fisher's Landing TIC	US2	both traffic directions	11.9	9.0 miles east of Grand Forks	Polk	+47.845869,-96.849884
<input type="checkbox"/> Oak Lake	US2	both traffic directions	58.9	1.0 mile east of junction with Hwy 59	Polk	+47.657618,-95.969068
<input type="checkbox"/> Cass Lake	US2	both traffic directions	130.9	In Cass Lake	Cass	+47.382573,-94.591612
<input type="checkbox"/> Anchor Lake	US53	both traffic directions	49.6	9 miles south of Eveleth	Saint Louis	+47.319947,-92.470245
<input type="checkbox"/> Lake Pepin	US61	both traffic directions	77.9	3.0 miles north of Lake City	Goodhue	+44.49357,-92.312762

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Indemnification and Hold Harmless Agreement

The Applicant agrees to defend, indemnify, protect and hold the State, and its elected officials, officers, representatives, agents, and employees harmless from and against all claims asserted or liability established for damages or injuries to any person or property, including the Applicant's own employees, agents or officers which arise from, or are connected with, or are caused or claimed to be caused by, any Newsrack the Applicant owns or for which it is responsible, or any Newsrack attributable to it.

Further, the Applicant agrees to hold harmless the State and the Officers and Employees of the State for any loss or damage arising out of the use, or the discontinuance of any use; that the Applicant understands that the use of the space is to be temporary, on a day-to-day basis; that the Applicant shall not acquire any right, title, or interest in such space; that the Applicant may be required by the State at any time to vacate all or any part of the space the Applicant has been given permission to use; that upon demand to vacate such space, the Applicant will promptly remove any personal property placed thereon by such Applicant, or reimburse the State for the cost of moving such property; and that the Applicant shall have no recourse against either the State or its officers or agents, either for any loss or damage occasioned by the Applicant being required to vacate all or part of the space which the Applicant has been granted permission to use.

The Applicant certifies the Applicant has read, understood and will adhere to MnDOT Policy OP003 with respect to this application.

Print Name and Title: _____

Signature: _____ **Date:** _____

Authorization to Distribute Publication

In consideration of the Applicant's agreement to comply in all respects with applicable laws and with the requirements and conditions of this Application to Distribute Publication, permission is hereby granted to distribute the Publication specified in this Application at the location specified in this Application.

Authorized MnDOT Signature: _____ **Date:** _____

SRA Program Manager