



CITY OF SAINT PAUL

375 Jackson Street, Suite 220  
Saint Paul, Minnesota 55101-1806

Telephone: 651-266-8989  
Facsimile: 651-266-9124  
Web: [www.stpaul.gov/dsi](http://www.stpaul.gov/dsi)

August 7, 2018

Golden Oak Tree Service Inc  
Attn: James Bouchard  
PO Box 25  
Rosemount MN 55068

Re: Renewal of Tree Trimmer and Vehicle (3 total vehicles) License ID #20170001729

Dear Licensee:

Our records show that your above referenced license was due for renewal on 06/25/2018, and that the Department of Safety and Inspections (DSI) received a payment from you of \$339.00 on 07/27/2018. Or, in other words, payment was received thirty-two (32) days after the license had expired. This payment covered only the license fees owed, *and did not include payment for any late fees that had been incurred.* Additionally, you were missing the most recent DOT inspection reports for the 3 vehicles to be re-licensed.

Under Section 310.09 (d) of the City of St Paul Legislative Code, a late fee of ten (10) percent shall be owed *for each thirty-day period or portion thereof* which has elapsed after the expiration of a license.

In order for DSI to continue the processing of your license renewal **you must complete actions including the following by 08/17/2018:**

- **Submit payment of \$68.00 late fees** as per enclosed invoice #1028765. This is for two (2) late fees (\$34.00 each) that were billed to your account due to your late payment of the license fees owed.
- **Submit the most recent DOT inspection report forms for each of the 3 vehicles to be re-licensed.**

**The above referenced actions must be completed by 08/17/2018, or we will submit your license to the City Attorney's office for adverse action.**

For your convenience, I've enclosed a self-addressed return envelope in addition to the above referenced invoice. I may be contacted at 651-266-9106 if you have any questions regarding this matter.

Sincerely,

Jeffrey Fischbach,  
DSI Inspector III

enc. Referenced Invoice with Self Addressed Return Envelope

c. James Bouchard, via email at [JGBOUCHARD03@GMAIL.COM](mailto:JGBOUCHARD03@GMAIL.COM)

LICENSE ID: 20170001729



# Renewal Invoice

## CITY OF SAINT PAUL

Check this box if making any name, mailing address or phone # corrections. Please write the changes on this form. If your business license address is changing, please request a new business license application

August 7, 2018

Department of Safety and Inspections  
375 Jackson Street, Suite 220  
Saint Paul, MN 55101-1806  
PHONE: (651) 266-8989  
FAX: (651) 266-9124  
An Equal Opportunity Employer

GOLDEN OAK TREE SERVICE INC  
CONTACT: JAMES BOUCHARD  
PO BOX 25  
ROSEMOUNT MN 55068

BUSINESS PHONE: 651-428-3626

**Invoice #** : 1028765

Invoice Due Date : 08/17/2018

Account Balance: \$68.00

**Pay this Amount:** \$68.00

Transaction Description	Transaction Total
Inv: 1027424 Late Fee 7-30 days late (10%)	34.00
Late Fee 31-60 days late (10%)	34.00
Requirements	<b>Invoice Amount Due: \$68.00</b>

Your account is overdue. Please mail payment today!!

**LATE FEES OWED BECAUSE PAYMENT SUBMITTED AFTER DUE DATE IN DELINQUENT LETTER AND 32 DAYS AFTER LICENSE EXPIRATION DATE**

**MUST SUBMIT MOST RECENT DOT INSPECTION REPORT FOR EACH OF THE 3 VEHICLES TO BE LICENSED.**

Please Give Us Your Email Address: \_\_\_\_\_

**Please Return this invoice with your payment!**



CITY OF SAINT PAUL

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St Paul, Minnesota 55101-1806

Telephone: 651-266-8989  
Facsimile: 651-266-9124  
Web: [www.stpaul.gov/dsi](http://www.stpaul.gov/dsi)

July 3, 2018

Golden Oak Tree Service Inc  
Contact: James Bouchard  
PO Box 25  
Rosemount MN 55068

RE: License ID # 20170001729  
Tree Trimmer & 1 Vehicle License  
Tree Trimmer- Each Additional Vehicle License

Dear Licensee:

Our records indicate that the above-referenced license(s) which were issued to you have expired and are now delinquent. Renewal of your license(s) is required if you intend to engage in the licensed activity within the City of St. Paul.

**Failure to renew by Jul 24, 2018 will be processed as a voluntary surrender of your license(s), and will result in the administrative cancelation of your license(s).** You will no longer be authorized to conduct this licensed activity in the City of St. Paul, and could be subject to citations and/or adverse license action if found conducting such activity within the City of St. Paul.

For your convenience, a copy of the renewal invoice and a return envelope is enclosed.

If you have questions regarding this notice, or wish to dispute your license payment is delinquent, please contact our office at 651-266-8989, Monday-Friday, between the hours of 8:00 AM and 4:30 PM.

Sincerely,

Eric Hudak  
Licensing Manager  
Department of Safety and Inspections

Enclosure(s)



# Renewal Invoice

**CITY OF SAINT PAUL**

Check this box if making any name, mailing address or phone # corrections. Please write the changes on this form. If your business license address is changing, please request a new business license application  
July 3, 2018

Department of Safety and Inspections  
375 Jackson Street, Suite 220  
Saint Paul, MN 55101-1806  
PHONE: (651) 266-8989  
FAX: (651) 266-9124  
An Equal Opportunity Employer

<p>GOLDEN OAK TREE SERVICE INC CONTACT: JAMES BOUCHARD PO BOX 25 ROSEMOUNT MN 55068</p> <p>BUSINESS PHONE: 651-428-3626</p>	<p><b>Invoice #</b> : 1027424</p> <p>Invoice Due Date : Upon Receipt</p> <p>Account Balance: \$373.00</p> <p><b>Pay this Amount:</b> \$373.00</p>
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Transaction Description	Transaction Total
Inv: 1022340 170001729 Tree Trimmer-Each Add'l Vehicle (2@76.00) Expires: 06/25/2018 @ 3130 145TH ST W	152.00
Inv: 1022340 170001729 Tree Trimmer & 1 Vehicle Expires: 06/25/2018	187.00
Late Fee 7-30 days late (10%)	34.00

Requirements	<b>Invoice Amount Due: \$373.00</b>
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- Your account is overdue. Please mail payment today!!
- \* Submit current vehicle information (year, make, model, license plate #)
  - \* Vehicle must have sticker provided by the Department of Safety and Inspections that has the month and date of license expiration displayed
  - \* Submit Current Insurance with general liability in the amount of \$100,000 for bodily injury and \$100,000 for property damage.
  - \*Submit Proof of Registration with the Commissioner of Agriculture. Effective 12/21/2011 any individual or company licensed under this chapter shall be registered with the Commissioner of Agriculture
  - \*Effective 12/21/2011 all licensees performing work under Saint Paul Legislative Code, Chapter 362 must comply with the American National Standards Institute (ANSI) Standard A300.
  - \*Effective 12/21/2012 new or renewal tree trimmer license applications shall require that the licensee employ an individual who possesses current certification as an arborist from the International Society of Arboriculture (ISA).
  - \*Please contact Kris Schweinler at 651-266-9110 or Tom Ferrara at 651-266-9087 for inspection of your vehicle.
  - \*Submit current insurance information
  - \*Submit current vehicle information (year, make, model, license plate #)

Your Taxpayer Identification is on file. Thank you.

Please Give Us Your Email Address: \_\_\_\_\_

Please Return this invoice with your payment!



**CITY OF SAINT PAUL**  
 DEPARTMENT OF SAFETY AND INSPECTIONS  
 375 JACKSON STREET, SUITE 220  
 ST. PAUL, MINNESOTA 55101-1806  
 Phone: 651-266-8989 Fax: 651-266-9124  
 Visit our Web Site at [www.stpaul.gov/dsi](http://www.stpaul.gov/dsi)

**VEHICLE INFORMATION  
 FORM**

**SUBMIT MOST RECENT DOT INSPECTION FORMS FOR THESE**

License ID# \_\_\_\_\_  
 Business Name Golden Oak Tree Service Inc **3 VEHICLES**

Business Address 3130 145th St W

Business Phone 651-428-3626 Contact Person James

**Vehicle #1 Information**

License Plate Number YBR3931 Vehicle Year 1980

Vehicle Make Chevy Vehicle Model C60

Vehicle VIN Number G16DBAV0110445

**Vehicle #2 Information**

License Plate Number YBK7358 Vehicle Year 1997

Vehicle Make GMC Vehicle Model 7500

Vehicle VIN Number 1GDI7HIP8V151311

**Vehicle #3 Information**

License Plate Number ~~YBTH24043~~ 408XHV Vehicle Year 2003

Vehicle Make Chevy Vehicle Model 2500HD

Vehicle VIN Number 1GLHK24U43E086058

**Vehicle #4 Information**

License Plate Number \_\_\_\_\_ Vehicle Year \_\_\_\_\_

Vehicle Make \_\_\_\_\_ Vehicle Model \_\_\_\_\_

Vehicle VIN Number \_\_\_\_\_

Please copy this form to use for additional vehicles.

**Remit Payment to:**

City of Saint Paul Department of Safety and Inspections  
375 Jackson Street, Suite 220  
Saint Paul, MN 55101-1806

**Make Checks Payable to:** The City of Saint Paul

**Dog Licenses may be renewed online at:**

[www.stpaul.gov/dsi](http://www.stpaul.gov/dsi) Click the [Online Licenses link](#)

**Alarm Permits may be renewed online at:**

[www.stpaul.gov/dsi](http://www.stpaul.gov/dsi) Click the [Online Permits link](#)

Signature of Cardholder (required for all charges): \_\_\_\_\_

**IF PAYING BY CREDIT CARD PLEASE COMPLETE THE FOLLOWING INFORMATION:**

INVOICE #: 1028765      CUSTOMER: GOLDEN OAK TREE SERVICE INC

American Express       Discover

MasterCard       Visa



Visa, MasterCard, Discover



4 Digit Verification Number

3 Digit Verification Number

**Security Code:**

**Expiration Date:**

**Account Number:**

**Amount: \$** \_\_\_\_\_

/

LICENSE ID: 20170001729



# Renewal Invoice

## CITY OF SAINT PAUL

Check this box if making any name, mailing address or phone # corrections. Please write the changes on this form. If your business license address is changing, please request a new business license application

April 26, 2018

Department of Safety and Inspections  
375 Jackson Street, Suite 220  
Saint Paul, MN 55101-1806  
PHONE: (651) 266-8989  
FAX: (651) 266-9124  
An Equal Opportunity Employer

GOLDEN OAK TREE SERVICE INC  
CONTACT: JAMES BOUCHARD  
PO BOX 25  
ROSEMOUNT MN 55068

BUSINESS PHONE: 651-428-3626

**RECEIVED IN D.S.I.**  
JUL 27 2018  
Invoice #: 1022340  
Invoice Due Date : 06/25/2018  
Account Balance: \$339.00  
Pay this Amount: \$339.00

Transaction Description	Transaction Total
170001729 Tree Trimmer-Each Add'l Vehicle (2@76.00) Expires: 06/25/2018 @ 3130 145TH ST W	152.00
170001729 Tree Trimmer & 1 Vehicle Expires: 06/25/2018	187.00
Requirements	<b>Invoice Amount Due: \$339.00</b>

- \*Submit current insurance information
- \*Submit current vehicle information (year, make, model, license plate #)
- \* Submit current vehicle information (year, make, model, license plate #)
- \* Vehicle must have sticker provided by the Department of Safety and Inspections that has the month and date of license expiration displayed
- \* Submit Current Insurance with general liability in the amount of \$100,000 for bodily injury and \$100,000 for property damage.
- \*Submit Proof of Registration with the Commissioner of Agriculture. Effective 12/21/2011 any individual or company licensed under this chapter shall be registered with the Commissioner of Agriculture
- \*Effective 12/21/2011 all licensees performing work under Saint Paul Legislative Code, Chapter 362 must comply with the American National Standards Institute (ANSI) Standard A300.
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Your Taxpayer Identification is on file. Thank you.

Please Give Us Your Email Address: \_\_\_\_\_

Please Return this invoice with your payment!

*E-7/27/18-lab*

Patron Key	Patron Name	DBA Name	Business Address
372448	GOLDEN OAK TREE SERVICE INC	GOLDEN OAK TREE SERVICE INC	3130 145TH ST W ROSEMOUNT MN 55068

Tx Date	Invoice Key	Service Key	Detail Key	Sales Amt (DR)	Pmt Amt (CR)	Unapplied Balance	Tx Type	Description	Exp Date	Req unmet	Status	V
05/03/2017	991277	803040	1969178	152.00		0.00	Sales	170001729 Tree Trimmer-Each Add'l Vehicle (2@76.0	6/25/2019	3	Active Pending	Y
05/03/2017	991277	803041	1969180	187.00		0.00	Sales	170001729 Tree Trimmer & 1 Vehicle	6/25/2019	2	Active Pending	Y
05/03/2017			1969193		-339.00	0.00	Payment	Payment				Y
04/26/2018	1022340	803040	2040117	152.00		0.00	Sales	170001729 Tree Trimmer-Each Add'l Vehicle (2@76.0	6/25/2019	3	Active Pending	Y
04/26/2018	1022340	803041	2040118	187.00		0.00	Sales	170001729 Tree Trimmer & 1 Vehicle	6/25/2019	2	Active Pending	Y
07/02/2018	1027424		2050339	34.00		34.00	Penalty	Late Fee 7-30 days late (10%)				Y
07/25/2018	1028765		2053478	34.00		34.00	Penalty	Late Fee 31-60 days late (10%)				Y
07/27/2018			2053704		-339.00	0.00	Payment	Payment				Y

**Customer Totals:**                      746.00                      -678.00

**Customer Account Balance:**                      68.00

**Grand Total for all pages:**                      746.00                      -678.00                      68.00

*2 late fees owed.*