

# Guide to Opening a Business in Inver Grove Heights



## Getting Started

### 1. Choose Your Location:

- To see IGH demographics, click this link: [ighmn.gov/OpenHere](https://ighmn.gov/OpenHere)
- To see available properties for sale or lease, [click here](#).
- To ensure your business can operate at your selected location, [click here](#).

### 2. License Your Business With the State of Minnesota:

- To register your business with the State of Minnesota, [click here](#).  
(Allow 8 weeks)
- To obtain certificate of assumed name, if business is not registered, [click here](#).
- Possible additional required forms: Certificate of insurance, worker's compensation certificate, MN Tax ID, and criminal history authorization.
- To register for State Tax Identification Numbers (EIN), [click here](#).
- To register for Federal Tax Identification Numbers (EIN), [click here](#).

### 3. License Your Business With the City of Inver Grove Heights:

- To verify if your business needs a city license and to apply, [click here](#).  
(Allow 8 weeks)
- If a city license is required, first-time applicants are encouraged to schedule an appointment with the city clerk to complete an application.
- For business license information, start by calling City Clerk Rebecca Kiernan at **651-450-2513** or email [cityclerk@ighmn.gov](mailto:cityclerk@ighmn.gov).

### 4. Connect With the Inver Grove Heights Business Community:

The River Heights Chamber of Commerce connects community leaders and businesses. For more information or to become a member, start by calling Chamber of Commerce President, Bob Ruhland at **651-450-2266** or email [bob@riverheights.com](mailto:bob@riverheights.com). To learn more, you may also [click here](#).

## Who to Contact:

Jason Ziemer  
Community Development  
Director

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Kevin Shay  
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Rebecca Kiernan  
City Clerk

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Bob Ruhland  
President, River Heights  
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## Business Friendly

We at the City of IGH can't wait to help you **OPEN HERE!**



[ighmn.gov/OpenHere](http://ighmn.gov/OpenHere)

### 5. Meet City Permit & Occupancy Requirements:

- To apply to the Met Council for Sewer Availability Charge (SAC) Determination, [click here](#). (Allow 2 weeks)
- To apply for a Certificate of Occupancy permit before opening, [click here](#).
- If you are altering plumbing and need your plumbing plans reviewed, [click here](#). (Allow 8 weeks)
- If altering an interior, to apply for a permit, [click here](#).
- Adding signage? To apply for a permit, [click here](#).

### 6. Find Additional Resources:

- To connect with the Metropolitan Consortium of Community Developers (MCCD) "Open to Business" program, which provides FREE consulting on starting or expanding a business in the IGH area, [click here](#).
- For Five Steps to Start your Business in Minnesota, [click here](#).
- For a Guide to Opening/Expanding a Business in the City of Inver Grove Heights, [click here](#).

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Argenta Hills District.



Cahill Corridor District.



Bishop Heights District.

## Inver Grove Heights.

Business Friendly and Everything to Offer. **OPEN HERE!**

Inver Grove Heights is a growing city with a high quality of life, excellent business and educational opportunities, and superior access to the broader Twin Cities metropolitan area.

Learn more at [ighmn.gov](http://ighmn.gov).