

THE COMMONWEALTH OF MASSACHUSETTS
TOWN OF LUNENBURG
APPLICATION FOR LICENSE
FOR ONE DAY SALE OF ALCOHOLIC

_____2015

To the Licensing Authority Please specify: _____ Beer & Wine Beverages
_____ All Alcoholic Beverages

The undersigned hereby applies for a License in accordance with the provision of the Statutes relating thereto:

NAME: _____

ADDRESS: _____ TELEPHONE NO. _____

STATE CLEARLY: Purpose: _____
PURPOSE FOR
WHICH LICENSE Hours: _____ No. Attending: _____ For Profit: _____ Non-Profit: _____
IS REQUESTED

GIVE LOCATION At: _____ Date of Event: _____
BY STREET AND
NUMBER Description of Premises: _____

In said TOWN OF LUNENBURG in accordance with the rules and regulations made under authority of said Statutes.

I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all state tax returns and paid all state taxes required under the law.

*Signature of Individual
or Corporate Name (Mandatory)*

*By Corporate Officer
(Mandatory if Applicable)*

*Social Security # (voluntary)
Or Federal Identification Number*

* This license will not be issued unless this certification clause is signed by the applicant.

*** Your social security number will be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Licensees who fail to correct their non-filing or delinquency will be subject to license suspension or revocation. This request is made under the authority of Mass. General Law c62C s 49A.

Received _____ 20

License Granted: _____ 20

Hour A.M. _____

P.M. _____

Awarding Authority: _____
Chair, Board of Selectmen/Licensing Authority

Approved: _____ 20

MASSACHUSETTS DEPARTMENT OF REVENUE
REVENUE ENFORCEMENT AND PROTECTION ATTESTATION
(REAP)

I certify under penalties of perjury that I, to the best of my knowledge and belief, have filed all state tax returns and paid all state taxes required by law.

*Signature of Individual or Corporate Name (Mandatory)

By: Corporate Officer (Mandatory, If Applicable)

** Social Security Number (voluntary) or Federal Identification Number

- *Licenses or permits will not be issued unless this certification clause is signed by the applicant.
- ** Will be furnished to the MA Department of Revenue to determine whether you have met tax filing or tax payment obligations. Licensees who fail to correct their non-filing or delinquency will be subject to license suspension or revocation. This request is made under the authority of M.G.L. Chapter 62C, § 49A.



Town of Lunenburg
Board of Selectmen
17 Main Street, P O Box 135
Lunenburg, MA 01462

LUNBG
MGL 6, §172(3)

CORI REQUEST FORM

Town of Lunenburg is requesting all the available criminal offender record information (CORI) on the following individual from the Criminal History Systems Board pursuant to Chapter 6, § 172 (3), which mandates organizations access and to receive pending case CORI for the purpose of evaluating applicants for a professional or occupational license issued by a state or municipal entity.

APPLICANT/EMPLOYEE SIGNATURE

APPLICANT/EMPLOYEE INFORMATION (PLEASE PRINT)

LAST NAME

FIRST NAME

MIDDLE NAME

MAIDEN NAME OR ALIAS (IF APPLICABLE)

PLACE OF BIRTH

DATE OF BIRTH

SOCIAL SECURITY #
(Last Six SSN ONLY:***)

ID THEFT INDEX PIN
(if applicable)

MOTHER'S MAIDEN NAME

CURRENT AND FORMER ADDRESSES:

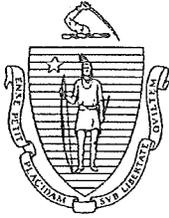
SEX: _____ HEIGHT: ___ ft. ___ in. WEIGHT: _____ EYE COLOR: _____

STATE DRIVER'S LICENSE NUMBER: _____
(include state of issue)

*** THE ABOVE INFORMATION WAS VERIFIED BY REVIEWING THE FOLLOWING FORM OF GOVERNMENT ISSUED PHOTOGRAPHIC IDENTIFICATION: _____

REQUESTED BY: _____
SIGNATURE OF CORI AUTHORIZED EMPLOYEE

*The CHSB Identity Theft Index PIN Number is to be completed by those applicants that have been issued an Identity Theft Index PIN Number by the CHSB. Certified agencies are required to provide all applicants the opportunity to include this information to ensure the accuracy of the CORI request process.



The Commonwealth of Massachusetts
 Department of Industrial Accidents
 1 Congress Street, Suite 100
 Boston, MA 02114-2017
 www.mass.gov/dia

Workers' Compensation Insurance Affidavit: General Businesses.
 TO BE FILED WITH THE PERMITTING AUTHORITY.

Applicant Information

Please Print Legibly

Business/Organization Name: _____

Address: _____

City/State/Zip: _____ Phone #: _____

<p>Are you an employer? Check the appropriate box:</p> <p>1. <input type="checkbox"/> I am an employer with _____ employees (full and/or part-time).*</p> <p>2. <input type="checkbox"/> I am a sole proprietor or partnership and have no employees working for me in any capacity. [No workers' comp. insurance required]</p> <p>3. <input type="checkbox"/> We are a corporation and its officers have exercised their right of exemption per c. 152, §1(4), and we have no employees. [No workers' comp. insurance required]**</p> <p>4. <input type="checkbox"/> We are a non-profit organization, staffed by volunteers, with no employees. [No workers' comp. insurance req.]</p>	<p>Business Type (required):</p> <p>5. <input type="checkbox"/> Retail</p> <p>6. <input type="checkbox"/> Restaurant/Bar/Eating Establishment</p> <p>7. <input type="checkbox"/> Office and/or Sales (incl. real estate, auto, etc.)</p> <p>8. <input type="checkbox"/> Non-profit</p> <p>9. <input type="checkbox"/> Entertainment</p> <p>10. <input type="checkbox"/> Manufacturing</p> <p>11. <input type="checkbox"/> Health Care</p> <p>12. <input type="checkbox"/> Other _____</p>
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*Any applicant that checks box #1 must also fill out the section below showing their workers' compensation policy information.
 **If the corporate officers have exempted themselves, but the corporation has other employees, a workers' compensation policy is required and such an organization should check box #1.

I am an employer that is providing workers' compensation insurance for my employees. Below is the policy information.

Insurance Company Name: _____

Insurer's Address: _____

City/State/Zip: _____

Policy # or Self-ins. Lic. # _____ Expiration Date: _____

Attach a copy of the workers' compensation policy declaration page (showing the policy number and expiration date).

Failure to secure coverage as required under Section 25A of MGL c. 152 can lead to the imposition of criminal penalties of a fine up to \$1,500.00 and/or one-year imprisonment, as well as civil penalties in the form of a STOP WORK ORDER and a fine of up to \$250.00 a day against the violator. Be advised that a copy of this statement may be forwarded to the Office of Investigations of the DIA for insurance coverage verification.

I do hereby certify, under the pains and penalties of perjury that the information provided above is true and correct.

Signature: _____ Date: _____

Phone #: _____

<p><i>Official use only. Do not write in this area, to be completed by city or town official.</i></p>	
City or Town: _____	Permit/License # _____
<p>Issuing Authority (circle one):</p> <p>1. Board of Health 2. Building Department 3. City/Town Clerk 4. Licensing Board 5. Selectmen's Office</p> <p>6. Other _____</p>	
Contact Person: _____	Phone #: _____

Information and Instructions

Massachusetts General Laws chapter 152 requires all employers to provide workers' compensation for their employees. Pursuant to this statute, an *employee* is defined as "...every person in the service of another under any contract of hire, express or implied, oral or written."

An *employer* is defined as "an individual, partnership, association, corporation or other legal entity, or any two or more of the foregoing engaged in a joint enterprise, and including the legal representatives of a deceased employer, or the receiver or trustee of an individual, partnership, association or other legal entity, employing employees. However, the owner of a dwelling house having not more than three apartments and who resides therein, or the occupant of the dwelling house of another who employs persons to do maintenance, construction or repair work on such dwelling house or on the grounds or building appurtenant thereto shall not because of such employment be deemed to be an employer."

MGL chapter 152, §25C(6) also states that "every state or local licensing agency shall withhold the issuance or renewal of a license or permit to operate a business or to construct buildings in the commonwealth for any applicant who has not produced acceptable evidence of compliance with the insurance coverage required." Additionally, MGL chapter 152, §25C(7) states "Neither the commonwealth nor any of its political subdivisions shall enter into any contract for the performance of public work until acceptable evidence of compliance with the insurance requirements of this chapter have been presented to the contracting authority."

Applicants

Please fill out the workers' compensation affidavit completely, by checking the boxes that apply to your situation and, if necessary, supply your insurance company's name, address and phone number along with a certificate of insurance. Limited Liability Companies (LLC) or Limited Liability Partnerships (LLP) with no employees other than the members or partners, are not required to carry workers' compensation insurance. If an LLC or LLP does have employees, a policy is required. Be advised that this affidavit may be submitted to the Department of Industrial Accidents for confirmation of insurance coverage. **Also be sure to sign and date the affidavit.** The affidavit should be returned to the city or town that the application for the permit or license is being requested, **not** the Department of Industrial Accidents. Should you have any questions regarding the law or if you are required to obtain a workers' compensation policy, please call the Department at the number listed below. Self-insured companies should enter their self-insurance license number on the appropriate line.

City or Town Officials

Please be sure that the affidavit is complete and printed legibly. The Department has provided a space at the bottom of the affidavit for you to fill out in the event the Office of Investigations has to contact you regarding the applicant. Please be sure to fill in the permit/license number which will be used as a reference number. In addition, an applicant that must submit multiple permit/license applications in any given year, need only submit one affidavit indicating current policy information (if necessary). A copy of the affidavit that has been officially stamped or marked by the city or town may be provided to the applicant as proof that a valid affidavit is on file for future permits or licenses. A new affidavit must be filled out each year. Where a home owner or citizen is obtaining a license or permit not related to any business or commercial venture (i.e. a dog license or permit to burn leaves etc.) said person is NOT required to complete this affidavit.

The Department's address, telephone and fax number:

The Commonwealth of Massachusetts
Department of Industrial Accidents
1 Congress Street
Boston, MA 02114-2017
Tel. # 617-727-4900 ext. 7406 or 1-877-MASSAFE
Fax # 617-727-7749
www.mass.gov/dia

Without limitation, the Board may make regulations (a) limiting the number of approvals for Carry-In Permit to be issued under this Policy, (b) determining the fee to be charged for Carry-In Permit under this Policy, which fee shall not be more than double the license fee for a common victualler's license, (c) determining the method and frequency of inspection of the premises and method of carrying on the business of any common victualler having Carry-In Permit hereunder, and (d) for the proper and orderly conduct of any business having Carry-In Permit hereunder.

6. Penalties for Violation

Violation by a common victualler of this Policy or any regulation promulgated by the Board pursuant to this Policy shall be punishable by a fine of one hundred dollars for the first offense, any further violations will result in a fine of three hundred dollars (\$300) per offense. Each day a violation continues shall be considered a separate offense.

Any person bringing intoxicating beverages into or consuming intoxicating beverages in a restaurant having Carry-In Permit shall be punished by a fine of three hundred dollars per offense for any of the following violations of this Policy: (a) refusing, upon request of the common victualler, a Lunenburg police officer, or an agent of the Board, to state his name, age, and address, and produce a valid identification document, (b) stating in response to such request a false name, age, or address, including a name or address which is not his name or address in ordinary use, (c) producing or displaying in response to such request a false or fraudulent identification document, (d) refusing to allow the common victualler to confiscate remaining intoxicating beverages under Section 4(c), or (e) acting in a manner dangerous to himself or others in the restaurant. Any sums of money collected as fines shall be paid forthwith into the general revenues of the Town.

7. Suspension, etc., of Carry-In Permit

The Board may suspend, modify, cancel, deny, refuse to renew, or revoke Carry-In Permit for any violation of this Policy or any regulation promulgated by the Board pursuant to this Policy. The Board may suspend, modify, cancel, deny, refuse to renew, or revoke a common victualler's license in the event a common victualler has committed multiple, willful, or repeated violations of this Policy or any regulation promulgated by the Board pursuant to this Policy. In case of suspension, modification, cancellation, denial, refusal to renew, or revocation of any Carry-In Permit or any license as aforesaid, no abatement or refund of any part of the fee paid therefor shall be made.

8. Severability

In case any section, paragraph or part of this chapter be for any reason declared invalid or unconstitutional by any court of last resort, every other section, paragraph or part shall continue in full force and effect.

9. Effective Date

This Policy shall take effect March 10, 2009.

Section 4.03 ONE DAY LIQUOR LICENSE

The following types of organizations and individuals are eligible for one-day alcoholic beverage licenses under this policy. Other organizations or individuals may submit applications for consideration.

- Civic or municipal organizations
- Commercial establishments
- Fraternal organizations
- Non-profit organizations
- Non-profit unincorporated associations
- Individuals holding social events not held at a private residence
- Unincorporated groups or organizations not engaged in the sale for profit

of alcoholic beverages.

- Service clubs
- Veteran's organizations

In accordance with MGL Chapter 138, Section 14 and 14A, a one day all alcoholic license may only be issued to a non-profit organization.

A. Criteria for Approval

The following matters will be taken into account in approving one-day licenses:

1. Admission Age: The Board will not deny a one-day license solely because individuals under the legal drinking age shall be present at a function, but will require that sufficient trained servers are present to assure compliance with the laws governing the sale or furnishing of alcoholic beverages to such persons.
2. Frequency: The Board considers that one-day licenses are to be issued primarily to applicants sponsoring functions that are not held more than once annually. Except for applicants that are in the business of catering or accommodating individual functions, one-day licenses are not intended as an alternative to an annual license.
3. Acceptance of Conditions: Acceptance of a one-day license under this policy will be deemed to be an acceptance of the conditions of the license and an agreement with the Town of Lunenburg to be bound thereby.

B. Conditions to be Contained in One-Day Licenses

1. Certification of Service Providers: All persons engaged in furnishing alcoholic beverages at a licensed function, whether by sale or without charge, including servers, must be certified as having completed an approved alcoholic beverage training program and have evidence of such certification in their possession.
2. Number of Persons on Premises: The number of persons may not exceed the occupancy limits allowed by law for the premises on which the license will be exercised.
3. Police Details: The number of officers, if any, and the hours during which a police detail will be required within the licensed premises and, if required, for orderly parking and traffic control will be recommended by the Police Department. Generally those hours will include the entire duration of the function, including after service hours. The factors to be considered include the location of the premises, availability of on-site parking, the number of persons estimated to be in attendance and the time and duration of the function.

C. Additional Provisions

1. Departmental Approvals: The Board of Health, Fire Department, Police Department and the Building Inspection Department must approve the licensed premises, including, where applicable, food service equipment.
2. Neighborhood Impact: The applicant or such other person designated by name, address and local telephone number in the application will be responsible for the orderly conduct of the function for which the license is issued. Consumption of alcoholic beverage outside of the structure within which the licensed function is to be held will not be permitted. Music, noise, or other function related activities must not create an undue imposition upon any adjacent residences. Police detail officers will be instructed to respond appropriately to complaints. Such response may include an order to terminate the event or otherwise limit the offending activity.

License fee shall be based upon current fee schedule.

A copy of the approval shall be forwarded to the ABCC within 10 days of the hearing.

Section 4.04 Earth Removal Permits

Earth Removal permits shall be issued in accordance with the Earth Removal Ordinance, Article IX, Section 9 of the Town Bylaws

Section 4.05 Circus Permit

Circus permits shall be issued in accordance with all applicable State Law and Regulations.

Section 4.06 Peddler's License

Peddler's licenses shall be reviewed and issued in accordance with Article V, Section 6 of the Town Bylaws. Fee shall be in accordance with current fee schedule.

Applicant must first file for Commonwealth of Massachusetts, Division of Standards, Application for License to Peddle.

Section 4.07 Weekday (Public Entertainment License)

A Public Entertainment License shall be required for any theatrical exhibition, public shows, public amusements, and exhibitions of every description HELD ON WEEKDAYS ONLY (a separate license is required for Sundays). The license may be an annual or daily license.

Upon receipt of a completed application, the Licensing Authority shall have 30 days to act upon same. The fee shall be set in accordance with the current fee schedule.

Section 4.08 Auctioneer's License

In order for a person to apply for an Auctioneer's License in a city or town, they must be licensed by the State and must show proof of such license and must indicate State License number on application.

ANNUAL The only annual license the Town can issue is a license to a person who maintains a regular place of business for the conduct of auctions within the Town.

SPECIAL No person may conduct an auction in Town without obtaining a special permit from the Town.

APPLICATION

Application for an annual permit or special permit shall be filed with the Licensing Authority and shall contain:

Name, address and State license number of applicant
Photocopy of State License
Location and Hours of Auction



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
239 Causeway Street Boston, MA, 02114

Contact Us
617-727-3040

- Home
- Licensing Division
- Enforcement Division
- Download Forms
- FAQ's

Licensing Division

- Overview
- Retail Licenses
- State Licenses
- Special Licenses/Permits
- License Types
- LLA Contacts

There are licenses and permits that authorize the sale of alcoholic beverages to the public at special events. There are 5 types of Special Event Permits and Licenses: Special License ("1-Day License"), Charity Wine Fundraising License, Consumer Research Special Permit, the Personal Importation Special Permit, and Licensee Inventory Liquidation.

Each type of special license/permit criteria has its own approval process an applicant must follow. Please check on the appropriate link below for the type of license you are applying for rules and forms.

Local Licensing Authority Approval Only

1. 1. Special License ("1-Day License")

The Local Licensing Authorities may issue special licenses for the sale of wines and/or malt beverages to any enterprise however, special licenses for the sale of all alcoholic beverages may be issued to non-profit organizations only. [List of Authorized Sources of Alcohol for 1-Day Licenses](#)

The Local Licensing Authorities cannot grant special licenses to:

- a. any person for more than a total of 30 days per calendar year,
- b. to any person that has an on premises license application pending before it,
- c. any premises that has an alcoholic beverages license.

Special Licensees must purchase alcoholic beverages from a licensed supplier. **Special licensees CANNOT purchase alcoholic beverages from a package store and CANNOT accept donations of alcoholic beverages from anyone.**

2. Farmer's Market License

The Local Licensing Authorities may issue a Farmer's Market License for the sale of wine manufactured by a licensed Farmer-Winery at approved agricultural events in Massachusetts.

- a. All applicants must submit a certification from the Department of Agricultural Resources that the Farmer's Market, for which they are seeking a license, is an "agricultural event."
- b. These licenses are not subject to the quota or limit on the number of section 15 licenses that otherwise exist in each city and town.
- c. These licenses cannot overlap any area or premises that is already covered by an existing license

[Farmer's Market License Application](#)

Local Licensing Authority and ABCC Approval

3. 3. Charity Wine Fundraising License- 60 Days Notice is Required

There are 2 types of Charity Wine Fundraising Licenses, a Charity Wine Auction License and a Charity Wine Pouring License. Only a qualifying charity can obtain these licenses, which allow for the sale and consumption of **DONATED WINE ONLY**. The location of an event with these licenses is limited to an on- premises licensed establishment or the qualifying charity's headquarters or usual place of business (if zoned for wine sales).

A qualifying charity is:

- a. a Non-Profit Corporation organized in Massachusetts and
- b. Currently registered with the Massachusetts Office of the Attorney General's, Public Charities Division.

[Charity Wine Fundraising License Application](#)

List of Section 18 and 19 License Holders

ABCC Approval Only

3. 4. Consumer Research Special Permit

An individual wishing to conduct consumer-tasting research with alcoholic beverages may apply to the ABCC for a permit authorizing that activity. This activity must occur at the location where the research is conducted. The application form is on our website, under the forms section.

The alcoholic beverages used in the research must:

- a. be received from a wholesaler
- b. be acquired otherwise than by purchase and not intended for sale,
- c. use the alcoholic beverages specified solely for research related to consumer consumption of those alcoholic beverages.

[Consumer Research Special Permit Application](#)

4. 5. Special Permit to Import Household Effects/Gifts Into Massachusetts

Individuals, who are at least twenty-one years of age, who are relocating to Massachusetts and have received alcoholic beverages that are household effects or gifts, may apply to the ABCC for a permit authorizing him or her to import the alcoholic beverages specified therein. The alcoholic beverages must not have been purchased and must not be intended for sale.

[Application for a Special Permit to Import Household Effects/Gifts Into Massachusetts](#)

Search

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Select an Area to Search **ABCC**

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Public Record Request Form PDF



Licensing Division Contact Information
(617)-727-3040

- Ryan Melville
Supervisor of Licensing
Ext 718 - rmelville@tre.state.ma.us
- Deron Egbuche
Ext 723 - degbuche@tre.state.ma.us
- Hurshel Langham
Ext 719 - hlangham@tre.state.ma.us
- Sabrina Luc
Ext 721 - sluc@tre.state.ma.us
- Ivy Maiorino
Ext 749 - imaiorino@tre.state.ma.us

5. 6. Licensee Inventory Liquidation (Going-Out-Of-Business)

A special permit from the ABCC exists for license-holders who have gone or are going out of business and wish to sell their existing inventory of alcoholic beverages. Anyone interested in additional information on this special permit should call for further information on the application process.

[Licensee Inventory Liquidation \(Going-Out-Of-Business\) Application](#)