

BOARD OF SELECTMEN
TOWN OF TEWKSBURY
TOWN HALL
1009 MAIN ST
TEWKSBURY, MASSACHUSETTS 01876

(978)-640-4300
FAX (978) 640-4302

**Policy for Applicants for a One Day License to Sell Alcoholic Beverages or Wine
and Malt Beverages:**

1. The license may only be issued in accordance with Chapter 138, Section 14.
2. All person(s) who will be serving alcoholic beverages or wine and malt beverages must be TIPS (or similar training) certified for serving alcoholic beverages; and copies of such certifications must be provided with the application.
3. All person(s) who will be serving alcoholic beverages or wine and malt beverages must complete a CORI form. The completed application must be brought in by the person who completed it with their driver's license or a form of government issued photographic identification.
4. Licensee must provide a certificate of insurance with the Town of Tewksbury named as the insured in the amount of \$1,000,000.00 for general liability and \$1,000,000.00 for liquor liability.
5. Licensee must purchase alcoholic beverages from a licensed wholesaler/importer, manufacturer, farmer-winery, farmer brewery or special permit holder. A person holding a Section 14 license cannot purchase alcoholic beverages from a package store. Licensee must provide information of what distributor the alcohol was purchased from.
6. Licensees are responsible for ensuring that minors are not served alcoholic beverages and are not drinking alcoholic beverages on the licensed premises, whether served to them by an employee or handed to them by any other patron. All servers must be at least 18 years of age to serve.

TOWN OF TEWKSBURY BOARD OF SELECTMEN

APPLICATION
FOR A SPECIAL ALCOHOLIC BEVERAGES LICENSE (ONE DAY)
M.G.L. c. 138, § 14

PRINT OR TYPE:

Name of Applicant: _____

Doing Business As: _____

Address: _____

Licensed Premises Address: _____

Tewksbury, MA 01876

Description of Outdoor and/or Indoor Area of Premises and the Activity:

Estimate Number of Attendees: _____

Date(s) Requested: _____

Hours of Sales Requested: _____

Request for Sale of:

- All Alcoholic Beverages
- Wines and Malt Beverages Only
- Wines Only
- Malt Beverages Only

The Licensed Activity or Enterprise is:

- For profit
- Non profit
- Dining hall of educational institution

A Certificate of Insurance will be delivered to the Selectmen after approval of this application and prior to the start of activities or enterprise event.

License fee of \$_____ is enclosed.

Applicant's Responsible Manager: _____

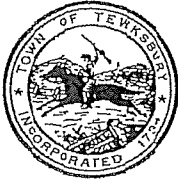
Address: _____

Telephone Number: _____

Date: _____

Signature of Applicant's Authorized Representative:

Print Name: _____



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CHECKLIST FOR BOARD OF SELECTMEN PUBLIC HEARINGS

Type of License/Hearing: Liquor Class I, II, III (Car) Common Victualler (Food) Other*

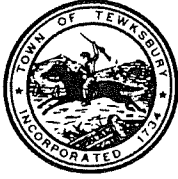
If Liquor Please Indicate Type: _____
(New/Transfer/Alterations/Amendments/Changes)

*Other, Please Explain: _____

Name and Address of Applicant: _____
(please print)

Name and Address of Business: _____
(please print)

Department	Department	Signature
Approvals Needed	Approvals Acted On	of Town
		Official & Date
Community Development (Planning Board, Conservation Commission, Board of Appeals) Town Hall, Lower Level, 1009 Main Street – (978) 640-4370		
Building Department Town Hall, Lower Level, 1009 Main Street – (978) 640-4430		
Board Health Town Hall, Lower Level, 1009 Main Street – (978) 640-4470		
Dept. of Public Works D.P.W, 999 Whipple Road – (978) 640-4440		
Fire Department Center Fire Station, 21 Town Hall Avenue – (978) 640-4410		
Police Department 918 Main Street, 978-851-7373 Non-Emergency		



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CORI REQUEST FORM

Town of Tewksbury has been certified by the Criminal History Systems Board for access to conviction and pending criminal case data. As an applicant to serve Alcoholic/Wine/Malt Beverages, I understand that a criminal record check will be conducted for conviction and pending criminal case information only and that it will not necessarily disqualify me. The information below is correct to the best of my knowledge.

Applicant/Employee Signature

APPLICANT/EMPLOYEE INFORMATION

LAST NAME

FIRST NAME

MIDDLE NAME

MAIDEN NAME OR ALIAS (IF APPLICABLE)

PLACE OF BIRTH

DATE OF BIRTH

SOCIAL SECURITY NUMBER

(if applicable)

*ID Theft Index PIN

MOTHER'S NAME: LAST NAME

FIRST NAME

MAIDEN NAME

FATHER'S NAME: LAST NAME

FIRST NAME

CURRENT AND FORMER ADDRESSES:

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

***THE INFORMATION WAS VERIFIED WITH THE FOLLOWING FORM OF GOVERNMENT ISSUED PHOTOGRAPHIC IDENTIFICATION: _____

REQUESTED BY: _____

*If an applicant has provided an Identify Theft PIN number on this form, please ONLY mail or fax forms with Identify Theft PIN numbers to DCJIS. All other CORI requests must be processed electronically through Web-CORI. Do no mail or fax other forms to DCJIS.

Part I	ADMINISTRATION OF THE GOVERNMENT
Title XX	PUBLIC SAFETY AND GOOD ORDER
Chapter 138	ALCOHOLIC LIQUORS
Section 14	SPECIAL LICENSES TO MANAGERS OF INDOOR OR OUTDOOR ACTIVITIES; FEES

Section 14. In a city or town wherein the granting of licenses to sell all alcoholic beverages or wines and malt beverages only is authorized under this chapter, special licenses for the sale of wines and malt beverages only, or either of them, may be issued by the local licensing authorities, to the responsible manager of any indoor or outdoor activity or enterprise; provided, however, in any city or town wherein the granting of licenses to sell all alcoholic beverages is authorized under this chapter, special licenses for the sale of all alcoholic beverages or wine and malt beverages only, or any of them, may be issued by the local licensing authorities to the responsible manager of any nonprofit organization conducting any indoor or outdoor activity or enterprise. Special licenses for the dispensing of wines and malt beverages in dining halls maintained by incorporated educational institutions authorized to grant degrees may be granted by the local licensing authorities in such a city or town to such institutions; provided, that such beverages shall be served only to persons over twenty-one years of age. The fees for licenses granted under this section shall be fixed from time to time by the local licensing authorities and need not be uniform.

A nonprofit charitable corporation organized pursuant to chapter 180 and registered with the division of public charities in the department of the attorney general and licensed pursuant to this section may accept free alcoholic beverages donated to the nonprofit charitable corporation by an individual, by a person licensed to manufacture alcoholic beverages or by a person licensed to sell alcoholic beverages at wholesale or retail pursuant to this chapter for the purpose of serving such donated alcoholic beverages at fundraising events for the benefit of the nonprofit charitable corporation.

A license under this section shall not be granted to any person while his application for a license under section twelve is pending before the licensing authorities.