

## LIQUOR LICENSE TRANSACTIONS

### APPLICANT:

- A. Applicable Alcoholic Beverages Control Commission forms as found on the ABCC web site [www.mass.gov/abcc](http://www.mass.gov/abcc) (See attached Matrix.)
- B. \$200.00 certified check or money order payable to the *Alcoholic Beverage Control Commission "ABCC"*
- C. Commonwealth of Massachusetts Dept. of Industrial Accidents Workers' Compensation Insurance Affidavit.
- D. Shrewsbury Criminal History Check (CORI) Form.
- E. A copy of the blueprints or a hand drawn floor plan (drawn to scale) of the proposed new premises, must include square footage.
- F. Town of Shrewsbury's General Application with a \$150.00 Check Payable to the Town of Shrewsbury.

### Local Licensing Authority:

- A. Form 43
- B. Advertisement in local newspaper.
- C. Notification of abutters.
  - 1. An abutter is a person whose property directly touches the proposed premise - Not someone across the street.
  - 2. Churches synagogues, hospitals and public or private elementary or secondary schools located within 500 feet of the premises of a liquor serving establishment must be notified by registered mail. If same objects in writing, the LLA must state in writing why the establishment would be detrimental to their operation and forward those reasons to the ABCC (Ch. 138, S. 16c, as amended in 1983).

***Your application will not be processed until all the necessary applications, forms and documents are filled out properly and returned. All fees mentioned above must be included with the application.***

## **Buyers, Sellers & Applicants for Licenses**

1. Approval of an application by the Local Board is only the first step in the approval process. The second step is approval by the State ABCC. If the ABCC approves, the final step is issuance of the license by the Local Board.
2. Until and unless a license is issued the new owner may not take part in operation of the premises and the old owner, if any, is still liable for operation of the premises.
3. After the initial local approval the application goes to the ABCC. The ABCC immediately sends it to the Dept. of Revenue (DOR). If the DOR determines one or more parties owe taxes they will notify the ABCC and the seller. The ABCC will also notify the buyer. The ABCC will not approve the license until the DOR signs off. It is up to the parties, not the ABCC, to resolve tax questions.
4. The ABCC will also have an investigator visit or telephone the applicant to ask certain information about the people involved and the financing. It is important that the parties respond promptly to the investigator's inquiries.
5. Therefore, applicants should know that there is a possibility that a license may not be issued. Operation without a license can be considered evidence of that applicant's unfitness for a license. It can also lead to revocation of the existing license and possible civil and criminal liability for both buyer and seller if something goes wrong before a license is issued.