



TOWN OF SHREWSBURY

Richard D. Carney Municipal Office Building
100 Maple Avenue
Shrewsbury, Massachusetts 01545-5338

\$45.00 License / Application Fee. Please make check payable to the Town of Shrewsbury.

APPLICATION FOR ONE DAY ALCOHOL

The undersigned hereby applies for a Special One-Day License in accordance with
Massachusetts General Laws, Chapter 138, Section 14:

Name of applicant: _____

The applicant named on the application shall be present at all times during which alcoholic beverages are being sold and consumed. The applicant is responsible for ensuring that minors are not served alcoholic beverages and are not drinking alcoholic beverages on the premises, whether served to them by a server or handed to them by another patron.

Company Name: _____ Non-Profit? Yes or No _____

Address of Applicant: _____

Telephone: (Work/Cell) _____ Email Address: _____

Name/Purpose of Event: _____

Location of Event: _____

Estimated # of patrons: _____

Type of License (circle): All Alcohol or Beer & Wine Wholesaler: _____

*Alcohol must be purchased from a licensed wholesaler. A list of authorized sources is attached. Alcohol cannot be delivered until the day that the license is in effect and must be removed when the event is over. Alcohol cannot be purchased from a package store. *In addition to the day of the event, **if necessary**, please include one day prior and one day following the event in order to ensure proper delivery, storage and disposal of all alcoholic beverages purchased.*

Date and Hours for which License is required: _____

Signature of Applicant: _____



This application has been Date: _____

APPROVED

DENIED

Shrewsbury Licensing Authority



TOWN OF SHREWSBURY

Richard D. Carney Municipal Office Building
100 Maple Avenue
Shrewsbury, Massachusetts 01545-5338

One-Day Alcohol License Application Requirements

(MGL Chapter 138 Section 14)

- 1) \$45 Application Fee
- 2) Completed Application
- 3) Site/Floor Plan showing exits, tables, chairs and a boundary of the area where alcohol is to be stored, served and consumed (can be drawn on 8 ½ x 11 paper)
- 4) Certificate of Insurance naming the Town of Shrewsbury as additional insured, with proof of the following insurance coverage:
 - General Liability - \$1,000,000/\$2,000,000 limits
 - Excess Liability - \$1,000,000
 - Workers Comp - \$1,000,000
 - Liquor Liability - \$250,000/\$500,000 bodily injury or death or accident resulting in injury or death

All documents must be submitted at least 20 days in advance of the event. Upon approval of the Special One-Day License and receipt of all documentation, a \$45/per day fee must be submitted prior to release of the special license.

This application will only be approved by the Board of Selectmen contingent upon the receipt of all necessary documents and approval granted from the Building Inspector, Police Department and Fire Department. The applicant is encouraged to contact the said departments prior to the submittal of this application to potentially address any concerns.

The applicant must be present for the hearing at the Board of Selectmen meeting in which this application will be reviewed, unless otherwise noted.



TOWN OF SHREWSBURY

Richard D. Carney Municipal Office Building
100 Maple Avenue
Shrewsbury, Massachusetts 01545-5338

Liability Disclaimer for One-Day Alcohol License

Proof of insurance coverage under a liquor legal liability insurance policy for a minimum amount of \$250,000 on account of injury to or death of one person, and \$500,000 on account of any one accident resulting in injury or death of more than one person is required. The Insurance Certificate must indicate that the coverage will include the specific event for which you are applying for, and also name the Town of Shrewsbury as additional insured.

By exercising the privileges of this Special One-Day License in serving persons with alcoholic beverages, the Licensee is potentially exposed to significant liability for injuries and damages to the persons served or to others who are injured or damaged by the persons served. Your acceptance and exercise of this Special One-Day License will be deemed to be acknowledgment that you are aware of this potential liability and that appropriate precautions will be made in order to avoid injuries, damage and liability to others.

The Town of Shrewsbury and the Board of Selectmen acting as the Local License Authority shall not be liable to the Licensee or to others if injury or damage shall result from the exercise of this Special One-Day License. By signing this disclaimer, I agree that I will adhere to the rules and regulations of which I received, and I accept full responsibility of the event and any liability occurrence in my care.

Signature of Applicant

Printed Name of Applicant

Date



TOWN OF SHREWSBURY

Richard D. Carney Municipal Office Building
100 Maple Avenue
Shrewsbury, Massachusetts 01545-5338

Rules and Regulations for One-Day Alcohol License

- 1.) Alcohol **MUST** stay within the approved licensed premises stated on the plan submittal as approved by the Board of Selectmen. Do not permit persons to carry their alcoholic beverages outside of the area approved for consumption.
- 2.) All alcohol must be purchased from a licensed wholesaler. A list of wholesalers can be found on the ABCC website:
<http://www.mass.gov/abcc/pdf/LicenseeLists/Wholesaler.pdf>
- 3.) The applicant named on the application shall be present at all times during which alcoholic beverages are being sold and consumed. The applicant is responsible for ensuring that minors are not served alcoholic beverages and are not drinking alcoholic beverages on the premises, whether served to them by a server or handed to them by another patron.
- 4.) Identification must be presented to the handler of alcohol prior to serving. Acceptable forms of identification: valid MA Driver's License, valid MA Liquor ID Card, valid US Military ID Card, valid Passport. Alcoholic beverages may only be served to adults 21 or older with valid ID.
- 5.) Not more than two drinks may be delivered to one person at one time.
- 6.) The Licensee shall be responsible for any disorder, disturbance or illegality of any kind to take place in or on the licensed premise.
- 7.) All premises shall be in compliance with the Building Inspector's seating capacity limit.
- 8.) The Special One-Day License must be posted in a conspicuous place adjacent to where the alcoholic beverages are being sold.
- 9.) Persons under eighteen years of age may not handle or serve alcoholic beverages.