

One Day Application

Application Fee \$50.00

TOWN OF TOPSFIELD

**Application for
One Day License for the Sale of
Wine/Malt Beverages**

Pursuant to Chapter 57 of the Acts of 2003, special or “one day” licenses for the sale of wine and malt beverages are available to the responsible manager of any activity conducted by a nonprofit organization which, in the opinion of the Town of Topsfield Board of Selectmen, complies with all state and local requirements and demonstrates satisfactorily that granting of the license is in the best interests of the Town of Topsfield. **Six copies of this application must be submitted 30 days prior to the event. The application fee must be submitted with application.**

Date _____

I hereby make application for a ONE DAY SPECIAL WINE/MALT BEVERAGE LICENSE for the purpose of selling and dispensing wine (), malt () or wine and malt () beverages permitted by law at a _____

Type of Meeting (banquet, concert, picnic, etc.) and its purpose

which is to be held by _____

Name of Non-profit Organization

(Address of Non-Profit Organization)

(Telephone Number)

a currently existing and valid non-profit organization (“Non Profit Sponsor”), on the _____ day of _____ between the hours of _____ at the following described place _____

List name, title and address of all officers and managers of the Non Profit Sponsor applying:

Name	Title	Home Address

Organization Taxpayer ID No. _____

Attach sufficient documentation to establish the current legal existence of the Non Profit Sponsor as a non-profit organization (e.g., Chapter 180 articles of organization, most recent annual report, certificate of legal existence, 501(c) IRS certification or other suitable document) and the authorization or vote of its governing body to seek this license.

1) What kinds and quantities of wine and malt beverages (kegs, bottle, etc.) will be available for sale and from what source will they be purchased:

2) What is the maximum number of expected attendees? _____ What percentage of the expected attendees are members of the Non Profit Sponsor? _____

3) What is the predominate age group of the expected attendees? _____

4) Is an admission fee to be charged? Yes () No ().

5) How will wine and malt beverages be dispensed or served? Waiter/waitress (); bar with bartender (); by the glass (); by the bottle ()? Check all that apply.

6) Who will be serving wine and malt beverages? Members of Non Profit Sponsor? Others? Will they be over 21 years of age? What training or certification in the dispensation of alcohol beverages do they have? _____

7) If any attending are under age 21, what method will be used to check identification and what procedures will be followed to make certain that those under age 21 are not served and are not allowed to consume wine and malt beverages? _____

8) Will a police detail or other security be provided? Yes () No ().
If "Yes", name and address of provider and how many? _____

9) Name of the official, employee, or representative of the Non Profit Sponsor who will be present at the event and who has been duly authorized by the Non Profit Sponsor to be responsible for supervising the event to ensure that it is properly controlled and that all the State and Town laws and regulations, including liquor licensing laws and regulations, are complied with.

Name

Home Address

Telephone

I certify under penalty of perjury that:

(a) I am a citizen of the United States and the duly elected/appointed _____
_____ of the Non Profit Sponsor;

(b) I shall be responsible for the proper observance of all laws and conditions governing this license;

- (c) All of the information contained in this application is true and correct;
- (d) The Non Profit Sponsor has the right or has made arrangements to use the location for which this License is sought on the date and at the times requested;
- (e) The Non Profit Sponsor has approved the gathering for which the License is sought and the filing by me of this Application; and
- (f) This License is being sought for the exclusive benefit and use of the Non Profit Sponsor and its members.

LIABILITY DISCLAIMER FOR ONE-DAY WINE AND MALT LICENSES

By exercising the privileges of this license in serving persons with alcoholic beverages, the licensee is potentially exposed to significant liability for injuries and damages to persons served or to others who are injured or damaged by the persons served. Your acceptance and exercise of this license will be deemed to be acknowledgement that you are aware of this potential liability. You are encouraged to discuss the risks associated with exercising your privileges of the license and the precautions appropriate to avoid injuries, damage and liability to others with your legal and/or insurance advisors. The Town of Topsfield, and the Board of Selectmen as Local Licensing Authority, shall not be liable to the licensee or others if injury or damage shall result from the exercise of the license.

Signature of Applicant: _____

Applicant is to obtain Fire Chief and Police Chief approval prior to submitting application to BOS.

Approved _____ / _____
Chief of Police Date

Approved _____ / _____
Fire Chief Date

Board of Selectmen Approved () Denied () License #: _____

Date: _____

Remarks: _____

Notice sent to ABCC (within 10 days of issuance): _____
Date