

ATTACHMENT E

Special License Fees:
 (Fees PER DAY)
 Non-Profit Ent: \$25
 For Profit Ent: \$50
 All Alcohol: \$90
 Wine & Beer \$40.00
 Beer Only: \$35.00
 Wine Only: \$35.00



Town of Barnstable SPECIAL "ONE-DAY" LICENSE APPLICATION

New Application
 Renewal
 Amend

No event may conduct any form of entertainment or serve alcoholic beverages without a valid license on the premise.
 Any and all amendments MUST be approved by the Licensing Authority at a public meeting.

APPLICATIONS MUST BE SUBMITTED 30 DAYS PRIOR TO EVENT

Part I: Contact Information

Contact/Mgr Name _____ Affiliation or Group _____
(Attach 501-3c for non-profit status)
 Telephone Number _____ Mailing Address _____
 Email Address: _____

Part II: General Event Information

Event name and description:
 Location of Event:
(Include floor plan area and property approval)
 Village _____ Total Guests/Participants Expected: _____
 Date(s) and Times of Set Up _____ Event website _____
 Facebook: _____
 Date(s) Times of Event _____ Twitter: _____

Part III: Entertainment Information

Will music/amusement devices be at event?	Yes	No
Live Music – describe	Cinemas	
# Performers	Recorded Music/CD Player/Radio	
# Pieces	Dancing by Patrons	
Amplified Non-Amplified	Amusement Rides or Inflatables #	
Comedy Show/Theater/Variety	Other <small>(Please Describe):</small>	

Part IV Alcohol Information

Will alcohol be served? Yes No Using Active Licensed Premise Caterer License
 Special Pouring License ALL ALCOHOL (non profit only) BEER & WINE BEER ONLY WINE ONLY
 Special Pouring License Event Manager D.O.B. Event Manager a US Citizen? Yes No

Please attach the following: 1) Floor Plan 2) Security Plan 3) TIPS Certification **Floor Plan must be signed by the Building Commissioner**
ALCOHOL IS PROHIBITED ON TOWN PROPERTY

Part V: Other Event Information

Will an auction or raffle be held?	Yes	No	Will signs/banners be posted?	Yes	No
Will Traffic Control be needed?	Yes	No	Will sanitary facilities be provided?	Yes	No
Will tents be erected?	Yes	No	Will Pyrotechnics or Fireworks be used?	Yes	No
Will food be served or sold?	Yes	No	<small>(Please Describe :)</small>		

FOR TOWN USE ONLY

Event:			
<p>Licensing</p> <p>501 3c Filed YES NO</p> <p>TIPS Certification Filed YES NO</p> <p>Use of Town Property Filed YES NO</p> <p>Hearing Date</p> <p>Comments:</p> <p>Initials Date:</p>		<p>Building</p> <p>Floor Plan Approved YES NO</p> <p>Sign Permit Filed YES NO</p> <p>Tent Permit Filed YES NO</p> <p>Comments:</p> <p>Initials Date:</p>	
<p>Health</p> <p>FSP Filed YES NO</p> <p>Sanitary Facilities YES NO</p> <p>Hand Washing Facilities YES NO</p> <p>Comments:</p> <p>Initials Date:</p>		<p>Fire District</p> <p>Fire Extinguisher YES NO</p> <p>Inspection Date</p> <p>Comments:</p> <p>Initials Date:</p>	
Requirements from other Departments:			
Town Manager		Police	
DPW		Community Services	
Parking		Conservation	
Airport		Town Clerk	
Schools		Other	