



Approved _____ / _____
 Police Dept. Date

Approved _____ / _____
 Fire Dept. Date

License: _____

() ALL ALCOHOL () WINE/MALT
 (non-profit only) ONLY

License Fee: \$50.00, non-refundable, payable to Town of Weston, check or cash only

DATE: _____

SPECIAL ONE DAY ALCOHOLIC BEVERAGES LICENSE APPLICATION

MGL, CHAPTER 138, SECTION 14: The Local Licensing Authorities may issue special licenses for the sale of Wine and Malt Beverages to any enterprise; however, Special Licenses for the sale of All Alcoholic Beverages may ONLY be issued to Non-Profit Organizations (proof of non-profit status is required).

SPECIAL ONE DAY LICENSEES MUST PURCHASE ALCOHOLIC BEVERAGES FROM A LICENSED SUPPLIER. SPECIAL LICENSEES CANNOT PURCHASE ALCOHOLIC BEVERAGES FROM A PACKAGE STORE AND CANNOT ACCEPT DONATIONS OF ALCOHOLIC BEVERAGES FROM ANYONE.

Name of Applicant and/or Organization Applying (name to appear on license): _____

Address: _____

Applicant's Cell Number: _____ Organization Phone: _____
 Applicant's Email: _____ Organization Email: _____

1. Name of Event: _____
 Event Date: _____ Rain Date: _____
 Hours of Event (from/to): _____

2. Event Location (name and address) _____
 Where in building? _____ Please attach proof of permission to use this facility (if applicable)

3. Event Details: () Inside () Outside
 Expected number of people: _____ Age range of attendees: _____

4. Name of person/s who will be serving alcohol to guests: _____

Bartenders and/or servers of alcohol, beer and/or wine must have completed in the past three years an appropriate Massachusetts Alcoholic Beverages Server Training program. **Have the individual/s who will be serving completed an appropriate server-training program?** () YES - attach proof of alcohol server training for EACH individual

5. Please describe the manner in which alcohol will be served to your guests to insure compliance with existing laws (check IDs, table service/bar, etc.) and specify the manner by which service of such beverages, if minors are in attendance, will be controlled. Minors are not allowed within the area where alcohol beverages are dispensed.

6. Please attach a floor plan (8.5 x 11 white paper) of the event area showing the exact location where alcoholic beverages

will be delivered, sold/served and consumed and indicate all entrances and exits. This can be hand-drawn, if necessary. Not required for a private residence – it is up to the homeowner to make sure the premises are safe.

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TOWN OF WESTON LIABILITY DISCLAIMER FOR SPECIAL ONE-DAY LICENSE

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.

You are encouraged to discuss the risks associated with exercising your privileges of this Special One-day License and the appropriate precautions to avoid injuries, damage and liability to others with your legal advisor.

The Town of Weston 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 form the Applicant acknowledges that he/she understands and will comply with all applicable liquor regulations set forth by the Alcoholic Beverages Control Commission and the Licensing Authority of the Town of Weston.

Signature of Applicant: _____

Date: _____

REQUIRED FORMS TO SUBMIT WITH APPLICATION:

- Completed license application with cash/check fee
- Invitation/flyer/letter of explanation - regarding event
- Proof of non-profit status (for All Alcohol License only)
- Proof of permission to use facility where event is being held including statement of approval given for sale/service of alcohol and the occupancy number for location (for first-time applicants/facility)
- Sketch of premises of a reasonably precise nature that clearly delineates the location and manner in which alcoholic beverages will be served/sold, delivered, and/or dispensed (for public facilities only)
- Designation and identification, in writing, of ALL individuals who will serve, sell, deliver, and/or dispense alcoholic beverages with current proof of completion (within last three years) of an appropriate Massachusetts alcoholic beverages server-training program

GUIDELINES:

- Application for Special One-day License must be submitted at least 21 days prior to event
- Events can only be held on day and date approved on license. No refund is possible after a Special One-day License has been issued if not used on date specified. Rain dates for events must be noted on the application prior to approval. If no rain date is listed on the application prior to approval the event cannot be held on date other than date specified.
- Special One-day Licenses can only be issued for events occurring between 11:00 a.m. – midnight Monday – Saturday and noon - midnight on Sundays. Events occurring on a Sunday in which the public must pay a fee to attend requires a separate Sunday License.
- NO PERSON shall be granted a special license no more than 30 times in a calendar year
- License must be posted in the most conspicuous place at the location of event
- DO NOT allow anyone to bring their own alcoholic beverages to your event
- Control and properly police the area where the alcoholic beverages are being dispensed. Do not permit persons to carry their alcoholic beverages outside the approved area for consumption.
- A police detail may be required depending upon the number of people attending the event. It is the applicant’s responsibility to set up these details.

Failure to abide by the above listed guidelines or by any provision of the Laws or Regulations pertaining to alcoholic beverages shall be grounds to deny, suspend or revoke any Special One-day License issued under MGL Chapter 138, Section 14.