



**BOARD OF SELECTMEN
TOWN OF TEWKSBURY
TOWN HALL
1009 MAIN ST, 2nd Floor
TEWKSBURY, MA 01876**

(978)-640-4300
FAX (978) 640-4302

Liquor License Transactions and Information

The Commonwealth of Massachusetts Alcoholic Beverages Control Commission requires applicants to fill out their Liquor License Transaction forms on their website: <http://www.mass.gov/abcc/> All forms must be completed on-line and brought to the Board of Selectmen's office.

The Town of Tewksbury requires applicants for All New Liquor Applications and Transfers of Liquor Licenses to complete a Town of Tewksbury - Town Department Checklist and a Transfer of Liquor License Certificate of Tax Compliance.

Also required at the applicants expense:

A Legal Notice (provided by the Board of Selectmen's office) must be in the paper no sooner than 14 days prior to the Board of Selectmen's meeting that public hearing for the license application is scheduled.

A certified Abutters List from the Town of Tewksbury's Assessor's Office (11 Town Hall Avenue) must accompany your application.

Legal Notice (provided by the Board of Selectmen's office) must be sent by certified mail to all abutters. In the "Sender box" of the green certified letter receipt must be addressed to:

Board of Selectmen
Town of Tewksbury
Town Hall
1009 Main Street, 2nd Floor
Tewksbury, MA 01876

A \$50.00 transaction fee must be included with your submittal. Please make all checks payable to the Town of Tewksbury.

**PLEASE BE ADVISED, THE TOWN DOES NOT PROVIDE LEGAL ADVICE.
CONSULT YOUR LEGAL COUSEL PRIOR TO SUBMITTAL.**



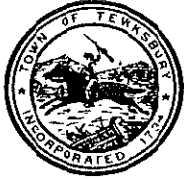
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**CHECKLIST FOR BOARD OF SELECTMEN PUBLIC HEARINGS FOR
LIQUOR LICENSE TRANSACTIONS**

Type of Hearing/License: _____
(New License, Transfer of License, Alteration of Premises, Change of Location, Change Category)

Name and Address of Applicant: _____
(please print)

	Permits/Licenses Approvals Needed	Permits/Licenses & Approvals Acted On	Signature of Town Official Employee
Community Development (Planning, Conservation Comm. Board of Appeals)	_____	_____	_____
Building Department	_____	_____	_____
Board of Health	_____	_____	_____
Department Public Works	_____	_____	_____
Fire Department	_____	_____	_____
Police Department	_____	_____	_____



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CERTIFICATE OF TAX COMPLIANCE

LIQUOR LICENSE TRANSACTIONS

MUST BE COMPLETED BY THE CURRENT LICENSE HOLDER

This form must be completed by the **CURRENT LICENSE HOLDER** and approved by Tewksbury Treasurer Collector or designee that as of the date below the current license holder does not owe any Personal Property taxes, Real Estate taxes, or water and sewer charges to the Town of Tewksbury.

Name of Current LicenseHolder: _____

Name of Establishment: _____

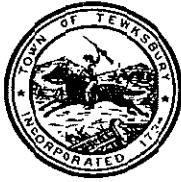
Doing business as (if applicable) _____

Establishment Street Address:

The above applicant does not owe any taxes to the Town of Tewksbury as of this date:

Treasurer/Collector's Office

Date: _____



Liquor License Serving Hours:

On premises restaurants, all Alcohol license

Monday through Saturday:

11:00 A.M. to 1:00 A.M.

Sunday: 12:00 P.M. to 1:00 A.M.

On premises restaurants, Wine & Malt only:

Monday through Saturday:

11:00 A.M. to 11:00 P.M.

Sunday: 12:00 P.M. to 11:00 P.M.

All Alcohol Package Store:

Monday through Saturday

8:00 A.M. to 11:00 P.M.

Sunday: 12:00 P.M. to 8:00 P.M.

Eve of Holidays: 11:30 P.M.

Wine & Malt Package Store:

Monday through Saturday:

8:00 A.M. to 11:00 P.M.

Sunday: 12:00 P.M. to 8:00 P.M.

Eve of Holidays: 11:30 P.M.

Clubs:

Monday through Saturday:

9:00 A.M. to 1:00 A.M.

Sunday: 12:00 P.M. to 1:00 A.M.



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Policy for Applicants for a One Day License to Sell Alcoholic Beverages or Wine and Malt Beverages:

1. The license may only be issued in accordance with Chapter 138, Section 14.
2. All person(s) who will be serving alcoholic beverages or wine and malt beverages must be TIPS (or similar training) certified for serving alcoholic beverages; and copies of such certifications must be provided with the application.
3. All person(s) who will be serving alcoholic beverages or wine and malt beverages must complete a CORI form. The completed application must be brought in by the person who completed it with their driver's license or a form of government issued photographic identification.
4. Licensee must provide a certificate of insurance with the Town of Tewksbury named as the insured in the amount of \$1,000,000.00 for general liability and \$1,000,000.00 for liquor liability.
5. Licensee must purchase alcoholic beverages from a licensed wholesaler/importer, manufacturer, farmer-winery, farmer brewery or special permit holder. A person holding a Section 14 license cannot purchase alcoholic beverages from a package store. Licensee must provide information of what distributor the alcohol was purchased from.
6. Licensees are responsible for ensuring that minors are not served alcoholic beverages and are not drinking alcoholic beverages on the licensed premises, whether served to them by an employee or handed to them by any other patron. All servers must be at least 18 years of age to serve.