



APPLICATION FOR ONE-DAY LIQUOR LICENSE

OFFICE OF THE BOARD OF SELECTMEN

One Main Street, Box 1 Upton, MA 01568

Special or “one day” licenses for the sale of alcoholic beverages are available to the event manager of any activity conducted by an organization which, in the opinion of the Town of Upton 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 Upton. This application must be submitted at least **thirty-five days** prior to the event.

Date

Event Manager/Applicant Name

Telephone Number

Event Manager/Applicant Address

Event Manager/Applicant Email Address

Organization Representing

Address Organization

Name of Event/purpose

Event Date

Location of Event

Is the organization you are representing non-profit _____ YES _____ NO

Proof of non-profit attached/Form of proof _____

License is for sale of:

_____ Wine & Malt Beverages Only _____ All Alcohol Beverages (for non-profits only)

Copy of Server’s Training Certificate attached _____ YES _____ NO

Event Room Capacity _____ Number of People Expected _____

Hours of Sale/Consumption of Alcoholic Beverages _____

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What is the maximum number of expected attendees? _____

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

Is an admission fee to be charged? Yes No

Are tickets being sold in advance for this event? Yes No

Are you using dues collected to purchase alcohol for this event?

How will alcoholic beverages be dispensed or served? *(Please check all that apply)*

- Waiter/Waitress
- Bar with bartender
- By the glass
- By the bottle
- Self-serve

Who will be serving alcoholic beverages? What training or certification in the dispensation of alcohol beverages do they have? Please provide documentation of any certifications.

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 alcoholic beverages?

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

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FOR TOWN USE ONLY

YES **NO** The license holder is required to purchase a liquor liability policy.

Approved _____ / _____
Police Department Date

Approved _____ / _____
Fire Department Date

Board of Selectmen **Approved** **Denied**

_____/_____
Date

_____/_____
Date

_____/_____
Date

License # _____ Notice Sent to ABCC (within 10 days of issuance) _____

Remarks:
