



OFFICE OF THE
BOARD OF SELECTMEN
TOWN OF DUNSTABLE
TOWN HALL, 511 MAIN STREET
DUNSTABLE, MA 01827-1313
(978) 649-4514 X224
e-mail licensing@dunstable-ma.gov



TOWN OF DUNSTABLE SPECIAL ONE DAY LIQUOR LICENSE APPLICATION CHECKLIST

- Complete the **Special One Day Liquor License Application** on the Town's website, **along with** supporting documents to licensing@dunstable-ma.gov or drop them off to the Board of Selectmen's office at Town Hall.
- A copy of the Workers Compensation Certificate of Insurance** per MGL c152, §25A. Contact your insurance company for this. *Please make sure the Town of Dunstable is listed as "Certificate Holder".*
- State Workers' Compensation Insurance Affidavit** must be completed, even if your establishment does not require Workers' Compensation.
- Copy of all **TIP Certification Cards**
- Liquor Liability Insurance Certificate**
- Criminal Offender Record (CORI)** per MGL c6(172). The event manager must fill out a CORI Request Form. The form can be signed at the Select Board's Office or in front of a Notary Public.
- Floor Plan** – Blueprint or can be drawn to scale of area to be licensed.
- Emergency Contact Information** – Use the form on the Town's website.
- Payment can be made online, or by cash or check made out to the Town of Dunstable per the fee chart below:

All Alcohol (non profit only) - \$75
Wine & Malt - \$100

Please return application and all supporting documents to licensing@dunstable-ma.gov, or drop them off to the Select Board's Office at Dunstable Town Hall.

If approved, the Local Licensing Authority shall notify ABCC of such approval in writing, no more than 10 days after approval. MGL c 138(14), and 204 CMR 7.00