



TOWN OF FREETOWN

BOARD OF SELECTMEN

3 NORTH MAIN STREET
PO BOX 438
ASSONET, MA 02702
PHONE: 508-644-2202
FAX: 508-644-3342

One-Day Liquor License Application Host Information

Host's Name: _____

Type of Host (please circle one): Individual Non-Profit Corp. For-Profit Corp.

Host's Address: _____

Tax ID No. (if Corporation): _____

Details of Event:

Date of Event: _____ Hours of Event: _____

The hours during which sales of alcoholic beverages may be made under a one-day license shall be from 11:00am to 11:00pm, Monday through Saturday, and from 12 noon to 11:00pm on Sundays, Memorial Day, or Christmas Day (or the day following when Christmas Day is on a Sunday).

All beverage/glasses/bottles or other containers must be removed from tables and service bar area one-half hour after closing time or 11:00pm, whichever first occurs. Patrons must be off premises no later than fifteen minutes after closing. Licensed operators and employees must be off premises no later than one hour after closing.

Type of Event (i.e. banquet, concert, party, etc): _____

Address of Event: _____

Owner of Premises: _____ Phone No. of Premises: _____

Expected No. of People: _____ Admission Charge (if any): _____

Alcohol will be (please circle one): Sold Given Away

Type of License Applying For: One-Day All Alcoholic* One-Day Beer & Wine
 Charitable Wine Pouring Charitable Wine Auction

*Note: only non-profit organizations are eligible for One-Day All Alcoholic Licenses

If event is catered, name of caterer: _____

Note: All alcohol must be purchased by the licensee from a licensed wholesaler/importer, manufacturer, farmer brewer or special permit holder. A list of approved vendors is available from the Alcoholic Beverage Control Commission. You **cannot** purchase alcoholic beverages from a package store.



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No one under 21 years of age may be served alcoholic beverages.

Certification / Host's Information

I hereby certify under the pains and penalties of perjury that the above is true and accurate information, and that I will be responsible for the proper observance of the laws governing the dispensing of such alcoholic beverages.

Signature: _____ Dated: _____

Name: _____ Social Security No.: _____

Home Address: _____

Telephone: _____ E-Mail Address: _____

Relationship to Host: _____

For Office Use Only

Date Application Received: _____

Public Hearing Date: _____

Prior Approval Required	Approval	Approval Date
Police Department		
Fire Department		
Board of Health Agent		
Building Department		

Additional Conditions for License: _____



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ONE-DAY LIQUOR LICENSE

POLICIES, RULES AND REGULATIONS

Adopted by vote of the Board of Selectmen on July 12, 2010

Document re-formatted on February 6, 2020

Policy Statement

It is the goal of the Board of Selectmen, as the liquor licensing authority for the Town of Freetown, to provide for a reasonable opportunity for individuals and managers of corporations to obtain a one-day license for the sale of alcoholic beverages, and to regulate the use of such licenses to ensure they are used responsibly and do not detract from the quality of life in neighborhoods or in the town as a whole. The policies, rules and regulations contained herein have been promulgated to achieve the above stated goals and objectives.

General Rules and Regulations

Subject to further limitations fixed, modified, or amended by the Board of Selectmen acting as the duly constituted licensing Board of the Town of Freetown with respect to alcohol beverage licenses, the General Laws of Massachusetts and the Regulations of the Alcoholic Beverage Control Commission, the following rules and regulations will be in full force and effect for One-Day Alcohol Licenses:

Any One-Day Alcohol License issued by the Freetown Board of Selectmen under the above authority shall be processed in accordance with the procedures set forth herein and shall be subject to the rules and regulations for such licenses listed herein. The Board of Selectmen may adopt further rules and regulations, and all such changes shall apply to existing license holders from the date of the adoption. The Board of Selectmen may attach such additional conditions and restrictions to each such license as it deems to be in the public interest.

Property occupied by the licensee, whether owned or leased by the licensee, shall be in compliance with all Town bylaws and codes. No licensee shall discriminate in the service of alcoholic beverages on the basis of race, color, creed, religion, gender, sexual orientation, disability, or place of national origin.

The Board of Selectmen is authorized to issue a One-Day Liquor License to an organization for use only on the day of an event. No organization may be granted a special license for more than a total of 10 days per calendar year. No more than one license can be issued for the premises at one time.

Filing of Application

Applications must be filled out completely and filed at least 15 days prior to the event in order for an application to be considered by the Board of Selectmen at a Selectmen's Meeting. Applicant must attend the meeting for the Board of Selectmen to consider the application. Failure by the applicant to attend the meeting may result in the application's denial. An application shall be considered "complete" and therefore accepted by the Town when it has been filed in accordance with these procedural



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instructions, and all forms required have been fully completed and executed under such conditions and rules as determined by the Board of Selectmen. The application filing fee must be paid by certified or bank check at the time that the application is filed.

One-Day License Fee

\$50.00 check for one-day wines & malt license permit (Checks are payable to the Town of Freetown)

\$75.00 check for one-day all alcoholic license permit (Checks are payable to the Town of Freetown)

Duration of License

Alcohol Licenses once issued are valid only on the date and timeframe indicated.

Hours

The hours during which alcoholic beverages may be served under a One-Day Liquor License shall be from 11:00 A.M. to 11:00 P.M. Monday through Saturday and from 12:00 noon to 11:00 P.M. on Sundays, Christmas Day (or the day following when Christmas Day is on a Sunday), or Memorial Day.

All beverage/glasses/bottles or other containers must be removed from tables and service bar area one-half hour after closing time or 11:00 P.M., whichever first occurs. Patrons must be off premises no later than fifteen minutes after closing time. Licensed operators and employees must be off premises no later than one hour after closing.

Insurance

All One-Day licensees shall be required to provide to the Town a certificate of insurance providing coverage for fire, premises liability, and liquor liability with reasonable limits of coverage, except that liquor liability shall have minimum coverage of \$1,000,000 per occurrence and \$2,000,000 in the aggregate, whereas the policy shall carry an endorsement that the Town of Freetown shall be notified by the insurer no less than ten days prior to the cancellation of said coverage.

Miscellaneous

It shall be the responsibility of the licensee, their employees, agents, volunteers, and others serving alcohol on their behalf, to ensure that no alcoholic beverages are sold to any individual under the age of 21.

The applicant shall confer with owner of property where a One-Day Liquor License is to be issued, in addition to the Freetown Police Department, and the Applicant shall arrange for a police detail, to the extent reasonably necessary to protect the safety of the participants of the event and the general public.

Only non-profit applicants may apply for an all-alcoholic One-Day License. All non-profit applicants seeking an all-alcoholic One-Day Liquor License shall provide to the Board of Selectmen satisfactory proof of non-profit status.

The actual One-Day Liquor License issued by the Town of Freetown must be posted conspicuously by the serving area.



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Supervision - Presence

The applicant named on the One-Day application shall, at all times during which alcoholic beverages are being sold, be available to the licensing authority or its agent(s) unless some other person similarly qualified, authorized and satisfactory to the licensing authority and whose authority to act in place of such applicant shall first have been certified to the licensing authority in the manner aforesaid, is present in the premises and is acting in the place of such applicant. The full name, residential address, business and home telephone numbers of said applicant must appear on the One-Day application, as well as proof that he/she is certified to hold such a license. Failure to have such information on file and current shall alone be sufficient cause for revocation or suspension of such license, as well as future licenses.

Licensees are responsible for ensuring that persons under 21 years of age 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.

All applicants must be of good moral character to obtain a One-Day Liquor License hereunder.

Order and Decorum

The manager or representative shall at all times maintain order and decorum in the premises and in the immediately surrounding area of the premises and shall cooperate in all ways with Town officials, including but not limited to representatives from the Board of Health, and Fire and Police Departments in ensuring safe and orderly facilities. Premises must be kept clean, neat and sanitary at all times. Outside areas of the premises will likewise be kept in orderly and neat condition.

Purchase and Consumption on Premises

No patron will be permitted to bring into the One-Day licensed establishment any alcoholic beverage for consumption on the premises. All alcoholic beverages held for sale shall be consumed on the premises.

Violation of Rules And Regulations

Any organization who violates the rules and regulations may be subjected to suspension or revocation of rights to a One-Day Liquor License by the Board of Selectmen Suspension or revocation shall be initiated by the Board by written notification of such intent to suspend or revoke, sent to the license holder. The Board shall hold a Public Hearing upon such suspension or revocation. The hearing shall be commenced within two weeks of the notice of intent to suspend or revoke said privileges.



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Instructions for Special One-Day Liquor Permit

Document Re-Formatted on February 6, 2020

Application must be filled out completely and filed 15 days prior to event in order for application to be considered by the Board of Selectmen at a Selectmen's Meeting. Applicant must attend meeting.

Letter from location of event giving permission to have liquor on premises:

- Name, phone number, address of person applying for liquor license
- Copy of server training certificate of people who will serve liquor (license #)
- \$50.00 check for one-day wine & malt license permit (Checks are payable to the Town of Freetown)
- \$75.00 check for one-day all alcoholic license permit (Checks are payable to the Town of Freetown)

Massachusetts General Laws, Chapter 138, § 14

Rules for Special One-Day Liquor License

Special Events

Local licensing authorities may issue special licenses for the sale of wines and/or malt beverages to a responsible manager of any indoor or outdoor activity or enterprise (for profit or non-profit). Special licenses for the sale of all alcoholic beverages may be issued to non-profit organizations only. No person may be granted special licenses for more than a total of 30 days per calendar year and no special license will be granted to any person while his application for an annual license under Section 12 is pending before the licensing authorities.

No more than one license can be issued for the premises at one time. Therefore, a Section 14 special license cannot be issued for use in licensed premises. Regulations for Section 14 are found in 204 CMR 7.00.

Persons holding a special license 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. See 204 CMR 7.05
