CITY OF BOSTON

Mayor's Office of Consumer Affairs and Licensing

Boston City Hall, Room 817
Boston, MA 02201

THOMAS M. MENINO
Mayor

APPLICATION FOR A ONE-TIME ENTERTAINMENT LICENSE

PATRICIA A. MALONE
Director

I hereby request a license for entertainment to be maintained on the _____ floor of the premises known as _____ located at _____ _____. Said entertainment would take place during the following day(s) and time(s):

on _____ from _____ to _____

on _____ from _____ to _____

on _____ from _____ to _____

List the type of entertainment or athletic event planned (i.e. band, DJ, hockey game). Fully describe and list the name of the entertainers: (you may attach programs, promo flyers, etc.). _____

_____

APPLICATION MUST HAVE SIGN-OFF BY DISTRICT POLICE STATION

APPROVAL RECOMMENDED: _____

DENIAL RECOMMENDED: _____

IF DETAIL RECOMMENDED, HOW MANY? _____ BPD AREA _____

COMMENTS: _____

APPLICANT MUST PROVIDE A COPY OF AN UPDATED **INSPECTION CERTIFICATE** AND **FIRE ASSEMBLY PERMIT** FOR THE EVENT FACILITY. APPLICATIONS RECEIVED WITHOUT SUCH CERTIFICATES MAY NOT BE PROCESSED.

PLEASE PRINT THE FOLLOWING INFORMATION

RENTER: _____

TEL: (DAYTIME) _____

ADDRESS: _____

_____

SIGNATURE _____

DATE: _____

MGR. OF PREMISES: _____

TEL: (DAYTIME) _____

ADDRESS: _____

_____

SIGNATURE _____

DATE: _____

PAYMENT MUST BE BY CERTIFIED CHECK OR MONEY ORDER ONLY
PAYABLE TO THE CITY OF BOSTON

1. ADMISSION POLICY

a. Is an admission fee or ticket being collected? YES NO Amount charged _____

b. How is this event being advertised or promoted? (radio stations, flyers, newspapers, etc.) _____

_____

c. List expected attendance _____

d. What age group do you expect to be attending? _____

e. What is your admission policy for patrons under 21 years of age? _____

_____

f. Will you be serving alcohol? YES NO

i. Will you be using the premises' liquor license? YES NO

ii. Will you be applying for a special liquor license from the Boston Licensing Board? YES NO

iii. Which will you be selling/serving (please circle) BEER & WINE FULL LIQUOR

iv. What precautions will you take to make certain that minors are not served alcoholic beverages?

_____

_____

2. SECURITY PLAN

a. Who will be in charge of security? _____

b. How many security personnel? _____

c. How will they be identified? _____

d. What will their duties be? _____

e. Additional security measures? _____

3. FIRE / SAFETY

a. Are you using pyrotechnics (smoke/fog machines, etc)? YES NO

Please describe and submit the Special Fire Permit needed to utilize these pyrotechnics: _____

_____

b. Are you bringing in draperies, decorations, etc? YES NO

If yes, please describe and submit special fire permit: _____

_____