



TOWN OF MILLVILLE

MASSACHUSETTS 01529

Longfellow Municipal Center
8 Central Street
Tel: 508-883-8433
Fax: 508-883-2994

ANNUAL FEE:
\$100.00

ENTERTAINMENT LICENSE

No establishment holding an alcoholic beverage license or a common victualler license issued by the Town of Millville shall offer entertainment without being licensed in accordance with these regulations. For purposes of this policy, entertainment is defined, as stated in Chapter 140, §183A, as any live or recorded music, the use of an amplification system, dancing by patrons, dancing by entertainers or performers, a theatrical exhibition, play or moving picture show, a floor show of any description, a light show of any description, or any other dynamic audio or visual show, whether live or recorded.

Any establishment required to hold an Entertainment License, as defined above, shall complete and submit to the Board of Selectmen's office a signed Entertainment License Application. This application should be submitted at least thirty (30) days prior to the date of the proposed entertainment. Upon receipt of a fully completed application, the Board will either grant or deny the license. If the license is denied, the Board will provide the applicant with the opportunity for a hearing by written notification. The license shall be either granted or denied within thirty (30) days following the hearing. If said license is denied, the reasons for denial shall be stated in writing.

License Conditions

The Board of Selectmen may impose reasonable limitations and conditions on any Entertainment License issued. Such limitations may include, but are not limited to, the type of entertainment, the number of performers, and the number and kinds of instruments.

The entertainment must be conducted in such a manner so as to protect employees, patrons, and members of the public inside or outside the premises from disruptive conduct, from criminal activity, and from health, safety, or fire hazards. The entertainment shall be conducted in such a manner as to prevent an unreasonable increase in the level of noise in the area caused by the licensed activity or caused by patrons entering or leaving the premises. The entertainment shall also be conducted in a manner designed to prevent an unreasonable increase in the level of pedestrian or vehicular traffic in the area of the premises or an unreasonable increase in the number of vehicles to be parked in the area of the premises. To the maximum extent possible, the noise from the entertainment should not be heard outside the boundaries of the licensed premises.

The space provided for entertainment shall be confined to areas described on the Entertainment License Application and approved by the Board of Selectmen.

The holder of an Entertainment License, issued by the Board of Selectmen, shall be subject to the terms and conditions as imposed by the Board and by M.G.L. Chapter 140, §183A. Any license issued under this policy may be suspended, modified, or revoked if any of the terms or conditions are violated or for other reasonable cause related to the public good and the licensee's fitness to hold a license.

Hours of Operation

The hours of the Entertainment License shall not extend beyond the hours of operation as stated on the establishment's alcoholic beverage license or common victualler license, and may be further limited at the discretion of the Board of Selectmen.

Schedule of Fees

The following schedule of fees shall apply to establishments issued an Entertainment License. No fee shall be collected in cases where the license is denied. Establishments must re-apply each year by completing an Application for Entertainment License Form.

Under M.G.L. Chapter 136, §4, any entertainment held on a Sunday requires the approval of the Department of Public Safety, in addition to the Town of Millville. If approval for entertainment on a Sunday has been granted by the Town of Millville, the Executive Secretary shall forward to the Department of Public Safety three (3) copies of each of the completed application and license, along with the additional state fee.

Town of Millville:

Annual Entertainment License - \$100.00 (Monday thru Saturday only)

One-Time Entertainment License - \$25.00/Day (Includes Sundays)

Annual Sunday Entertainment License - \$100.00

Massachusetts Department of Public Safety:

These are additional State fees for Sunday Entertainment Licenses.

Fees for One-time Sunday event

- Regular Hours (Sunday 1:00 P.M. – Midnight): \$2.00
- Special Hours (Sunday 12:00 A.M. - Midnight): \$5.00

Annual Fee (For operation on every Sunday in a calendar year)

- Regular Hours (Sunday 1:00 P.M. – Midnight): \$50.00
- Special Hours (Sunday 12:00 A.M. - Midnight): \$100.00



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Entertainment License Application Checklist

- _____ **Entertainment License Application.** Fully completed and signed.
- _____ **Workers Compensation Certificate of Insurance.** Per M.G.L. c.152 section 25A. Contact your insurance company and have them fax an updated copy to 508-883-2994.
- _____ **State Workers Compensation Insurance Affidavit.** Even if your establishment does not require Workers Compensation, this form must be filled out.
- _____ **Revenue Enforcement and Protection (REAP) Attestation.** Per M.G.L. c.62 section 49A.
- _____ **Certificate of Inspection.** Per M.G.L. c.10 section 74. Call the Fire Department at 508-883-4740 and Building Inspector at 508-883-0808 to schedule a joint inspection.
- _____ **Business Certificate.** Per M.G.L. c.110 sections 5 & 6. If your Certificate has expired, please see the Town Clerk.
- _____ **Emergency Contact Information.** Sign and return Emergency Contact Information verifying the information we have on file is correct.
- _____ **Check** made payable to the Town of Millville for the License fees.

IF SUNDAY ENTERTAINMENT LICENSE IS REQUESTED:

- _____ **Commonwealth of Mass. - Sunday Entertainment License Application.**
- _____ **Check** made payable to the Commonwealth of Massachusetts for the License fee.

Return this checklist and all paperwork to the Selectmen's Office.



ANNUAL FEE:
\$100.00

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APPLICATION FOR WEEKDAY ENTERTAINMENT LICENSE

NEW _____ RENEWAL _____

The undersigned hereby applies for an Entertainment License in accordance with the provisions of M.G.L. c.140, §183a. Entertainment may include, but is not limited to dancers, singers and karaoke.

Name of Business Establishment

Name of Owner/President

Manager (if different than Owner/President)

Business Address

Business Telephone Number

Home Telephone Number

Cell Telephone Number

TYPE OF ENTERTAINMENT FOR WHICH LICENSE IS SOUGHT

(Please place a checkmark on each form of entertainment which applies.)

Dancing by Patrons _____ Comedy Show _____ Book/Poetry Reading _____

Dancing by Performers _____ Theatrical Show/Play _____ Light Show _____

Disc Jockey/Karaoke _____ Live Vocalist/Band _____ Live Instruments _____

Other _____ Description of Other Proposed Entertainment: _____

Signed this _____ day of _____, 20____.

Signature of Owner

APPROVED _____ DENIED _____ BY THE BOARD OF SELECTMEN ON: ____/____/____.

CONDITIONS/LIMITATIONS: _____ YES _____ NO



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ANNUAL FEE:

\$100.00

APPLICATION FOR SUNDAY ENTERTAINMENT LICENSE

NEW _____ RENEWAL _____

The undersigned hereby applies for a Sunday Entertainment License in accordance with the provisions of M.G.L. c.136. Entertainment may include, but is not limited to dancers, singers and karaoke.

Name of Business Establishment

Name of Owner/President

Manager (if different than Owner/President)

Business Address

Business Telephone Number

Home Telephone Number

Cell Telephone Number

TYPE OF ENTERTAINMENT FOR WHICH LICENSE IS SOUGHT

(Please place a checkmark on each form of entertainment which applies.)

Dancing by Patrons _____ Comedy Show _____ Book/Poetry Reading _____

Dancing by Performers _____ Theatrical Show/Play _____ Light Show _____

Disc Jockey/Karaoke _____ Live Vocalist/Band _____ Live Instruments _____

Other Entertainment _____

Description of Other Proposed Entertainment: _____

Signed this _____ day of _____, 20____.

Signature of Owner

APPROVED _____ DENIED _____ BY THE BOARD OF SELECTMEN ON: ____/____/____.

CONDITIONS/LIMITATIONS: _____ YES _____ NO



The Commonwealth of Massachusetts
Department of Industrial Accidents
Office of Investigations
600 Washington Street
Boston, MA 02111
www.mass.gov/dia

**FORM MUST BE FILLED
OUT COMPLETELY**

Workers' Compensation Insurance Affidavit: General Businesses

Applicant Information

Please Print Legibly

Business/Organization Name: _____

Address: _____

City/State/Zip: _____ Phone #: _____

Are you an employer? Check the appropriate box:

1. ☐ I am a employer with _____ employees (full and/or part-time).*
2. ☐ I am a sole proprietor or partnership and have no employees working for me in any capacity. [No workers' comp. insurance required]
3. ☐ We are a corporation and its officers have exercised their right of exemption per c. 152, §1(4), and we have no employees. [No workers' comp. insurance required]**
4. ☐ We are a non-profit organization, staffed by volunteers, with no employees. [No workers' comp. insurance req.]

Business Type (required):

5. ☐ Retail
6. ☐ Restaurant/Bar/Eating Establishment
7. ☐ Office and/or Sales (incl. real estate, auto, etc.)
8. ☐ Non-profit
9. ☐ Entertainment
10. ☐ Manufacturing
11. ☐ Health Care
12. ☐ Other _____

*Any applicant that checks box #1 must also fill out the section below showing their workers' compensation policy information.

**If the corporate officers have exempted themselves, but the corporation has other employees, a workers' compensation policy is required and such an organization should check box #1.

I am an employer that is providing workers' compensation insurance for my employees. Below is the policy information.

Insurance Company Name: _____

Insurer's Address: _____

City/State/Zip: _____

Policy # or Self-ins. Lic. # _____ Expiration Date: _____

Attach a copy of the workers' compensation policy declaration page (showing the policy number and expiration date).

Failure to secure coverage as required under Section 25A of MGL c. 152 can lead to the imposition of criminal penalties of a fine up to \$1,500.00 and/or one-year imprisonment, as well as civil penalties in the form of a STOP WORK ORDER and a fine of up to \$250.00 a day against the violator. Be advised that a copy of this statement may be forwarded to the Office of Investigations of the DIA for insurance coverage verification.

I do hereby certify, under the pains and penalties of perjury that the information provided above is true and correct.

Signature: _____ Date: _____

Phone #: _____

Official use only. Do not write in this area, to be completed by city or town official.

City or Town: _____ Permit/License # _____

Issuing Authority (circle one):

1. Board of Health
2. Building Department
3. City/Town Clerk
4. Licensing Board
5. Selectmen's Office
6. Other _____

Contact Person: _____ Phone #: _____

Information and Instructions

Massachusetts General Laws chapter 152 requires all employers to provide workers' compensation for their employees. Pursuant to this statute, an **employee** is defined as "...every person in the service of another under any contract of hire, express or implied, oral or written."

An **employer** is defined as "an individual, partnership, association, corporation or other legal entity, or any two or more of the foregoing engaged in a joint enterprise, and including the legal representatives of a deceased employer, or the receiver or trustee of an individual, partnership, association or other legal entity, employing employees. However, the owner of a dwelling house having not more than three apartments and who resides therein, or the occupant of the dwelling house of another who employs persons to do maintenance, construction or repair work on such dwelling house or on the grounds or building appurtenant thereto shall not because of such employment be deemed to be an employer."

MGL chapter 152, §25C(6) also states that "every state or local licensing agency shall withhold the issuance or renewal of a license or permit to operate a business or to construct buildings in the commonwealth for any applicant who has not produced acceptable evidence of compliance with the insurance coverage required."

Additionally, MGL chapter 152, §25C(7) states "Neither the commonwealth nor any of its political subdivisions shall enter into any contract for the performance of public work until acceptable evidence of compliance with the insurance requirements of this chapter have been presented to the contracting authority."

Applicants

Please fill out the workers' compensation affidavit completely, by checking the boxes that apply to your situation and, if necessary, supply your insurance company's name, address and phone number along with a certificate of insurance. Limited Liability Companies (LLC) or Limited Liability Partnerships (LLP) with no employees other than the members or partners, are not required to carry workers' compensation insurance. If an LLC or LLP does have employees, a policy is required. Be advised that this affidavit may be submitted to the Department of Industrial Accidents for confirmation of insurance coverage. **Also be sure to sign and date the affidavit.** The affidavit should be returned to the city or town that the application for the permit or license is being requested, **not** the Department of Industrial Accidents. Should you have any questions regarding the law or if you are required to obtain a workers' compensation policy, please call the Department at the number listed below. Self-insured companies should enter their self-insurance license number on the appropriate line.

City or Town Officials

Please be sure that the affidavit is complete and printed legibly. The Department has provided a space at the bottom of the affidavit for you to fill out in the event the Office of Investigations has to contact you regarding the applicant. Please be sure to fill in the permit/license number which will be used as a reference number. In addition, an applicant that must submit multiple permit/license applications in any given year, need only submit one affidavit indicating current policy information (if necessary). A copy of the affidavit that has been officially stamped or marked by the city or town may be provided to the applicant as proof that a valid affidavit is on file for future permits or licenses. A new affidavit must be filled out each year. Where a home owner or citizen is obtaining a license or permit not related to any business or commercial venture (i.e. a dog license or permit to burn leaves etc.) said person is NOT required to complete this affidavit.

The Office of Investigations would like to thank you in advance for your cooperation and should you have any questions, please do not hesitate to give us a call.

The Department's address, telephone and fax number:

The Commonwealth of Massachusetts
Department of Industrial Accidents
Office of Investigations
600 Washington Street
Boston, MA 02111
Tel. # 617-727-4900 ext 406 or 1-877-MASSAFE
Fax # 617-727-7749
www.mass.gov/dia

MASSACHUSETTS DEPARTMENT OF REVENUE
REVENUE ENFORCEMENT AND PROTECTION (REAP) ATTESTATION

I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all State tax returns and paid all State taxes required under law.

*Signature of Individual or Corporate Name (Mandatory)

By: Corporate Officer (Mandatory, if a corporation)

**Social Security Number (Voluntary) or Federal Identification Number (Mandatory, if a corporation)

*This license will not be issued unless this certification clause is signed by the applicant.

**Your Social Security Number will be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Licensees who fail to correct their non-filing or delinquency will be subject to license suspension or revocation. This request is made under the authority of Mass, G.L. c. 62C s. 49A.



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EMERGENCY BUSINESS CONTACT FORM

The information you provide will enable the Millville Police Department or Municipal Center to contact you or a representative of your business should a problem occur. Please complete this Form as accurately as possible and return it to the Executive Secretary. Thank you.

IT IS IMPORTANT THAT YOU NOTIFY THE EXECUTIVE SECRETARY OF ANY CHANGES TO THIS INFORMATION.

TODAY'S DATE: _____

BUSINESS NAME: _____

BUSINESS ADDRESS: _____

BUSINESS PHONE: _____

Order of persons in which to be contacted in the event of an emergency:

	<u>Contact Name</u>	<u>Address</u>	<u>Phone 1</u>	<u>Phone 2</u>
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____

After normal business hours does your business have:

Alarms _____ Lights _____ Security _____ Guard Dog _____

Does your business contain any materials or have any conditions that could be hazardous to Police or Fire Department personnel who may enter? If so, please explain: _____

Application for License for Public Entertainment on Sunday

(Date)

TO: Honorable Board of Selectmen, Town of Millville:

The undersigned, in accordance with c.136 of the M.G.L., as amended, hereby request a license for:

(Insert Description of Entertainment)

in or on the property at _____

on _____, from _____ to _____.
(Date) (Insert Event Times - Hours)

The concert or entertainment above mentioned is to be in keeping with the character of the Lord's Day and not inconsistent with its due observance.

Licensee:

(Sign name legibly)

or Authorized Representative:

(Sign name legibly)

Home Address: _____

Telephone Number: _____

PROGRAM OF CONCERT OR ENTERTAINMENT

No.	Name of Artists, Orchestra or other Entertainment	Nature of Entertainment	Description of Costume to be worn

THIS APPLICATION AND PROGRAM MUST BE SIGNED BY THE LICENSEE OR AUTHORIZED REPRESENTATIVE OF ENTERTAINMENT TO BE HELD. NO CHANGE TO BE MADE IN THE PROGRAM WITHOUT PERMISSION OF THE AUTHORITIES GRANTING AND APPROVING THE LICENSE.

THE FEE OF _____ DOLLARS TO ACCOMPANY THIS APPLICATION AND PROGRAM WHEN FORWARDED TO THE COMMISSIONER OF PUBLIC SAFETY FOR APPROVAL.