



TOWN OF BURRILLVILLE

105 Harrisville Main St., Harrisville, RI 02830

(401) 568-4300, Ext. 114

**SPECIAL EVENT
ENTERTAINMENT LICENSE
APPLICATION**

*Pursuant to the Ordinances of the Town of Burrillville,
applicants are subject to compliance with all State and local laws and regulations.*

Type of License

<input type="checkbox"/> Special Event Fee: \$5.00/day	Date(s) of Event:	
	Rain Date(s):	
	Name of Event:	

Applicant Information

Name of Applicant:		
Name of Business or Organization:		Business Phone:
Business Address:		Map # Lot #
Mailing Address:		
Primary Contact:		Phone:

Applicant is required to inform the Town Clerk's office of any change of address.

Description of Event

Describe event: please describe activities, location, food and beverage service planned for this event.

Activities:
Location: (room/area of property to be used)
Food Service:
Beverage Service:
Special requirements of ordinance (if any):

Property Owner Information

Owner of Property:	Phone:
Property Owner's Address:	
Property Owner's Signature:	Date:

Corporate Information If incorporated, fill in the following information

	Legal Address
President:	
Vice President:	
Secretary:	
Treasurer	



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Criminal Records Check

- The Town Council of the Town of Burrillville, sitting as the local licensing authority, requires a criminal records check for all individual applicants and, if the business is incorporated, all officers of the corporation, prior to consideration of any Entertainment license. Applicants and, if the business is incorporated, all officers of the corporation must complete Criminal Records Check Authorization forms and attach them to this application.

[] The appropriate Criminal Records Check Authorization forms have been completed and are attached; or

[] Criminal Records Checks are required only once a year. Please check here if you have completed a Criminal Records Check authorization for another license within the past twelve (12) months.

Fire Inspection

- The Town Council of the Town of Burrillville, sitting as the local licensing authority, requires a current fire inspection by a certified Fire Marshal or Assistant Fire Marshal and the approval of the local Fire Chief. A copy of the fire inspection report must be on file at the Town Clerk's office. If the fire inspection report is not on file, a fire inspection must be conducted, and a report submitted, before an Entertainment license will be issued. No license shall be issued to an establishment if the fire marshal has not inspected the location within four months; or if the fire marshal has indicated that there are deficiencies that preclude issuance of the license.

NOTE: Fireworks and pyrotechnics are expressly prohibited without appropriate permits issued by the local fire authority, in compliance with RIGL 23-28-11.

Capacity as determined by the Fire Marshal

Estimated Number of Participants

[] Please check here if you have submitted an application for another license within the past four (4) months.

Insurance (Pursuant to RIGL §3-7-27 and §5-77-1, proof of Liability Insurance is required.)

Applicant carries Workers' Comp insurance [] Yes [] No

Applicant carries Liability Insurance [] Yes [] No

[] If "yes" certificate(s) of insurance are attached.

Building Official

- It is the responsibility of the applicant to schedule inspections & provide proof that inspections are complete. Please contact the Building Official's Office to determine whether inspection is required.

Signature of Applicant

I hereby state that the above information is true and accurate

Date: Applicant's Signature

Signature of Notary

Notary (Print or Type)

Commission Expires

FOR OFFICIAL USE

Applicant Must Be Present at Hearing to Answer Questions

Police Chief License Fee Paid (Amount: \$)

Building Official Receipt #

Fire Chief

At a meeting of the Burrillville Town Council, held on the above stated application was: [] Approved [] Denied

License No.

Date Issued:

Town Clerk: