



## TOWN OF BURRILLVILLE

105 Harrisville Main St., Harrisville, RI 02830

(401) 568-4300, Ext. 133

## ANNUAL LICENSE APPLICATION

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

**Applicant Information** (Applicant is required to inform the Town Clerk's office of any change of address or management.)

Corporation Name or Business Owner (Required):

D/B/A (Required):

Business Phone:

Business Address:

Map #

Lot #

Business Mailing Address (if different from above):

Primary Contact:

Phone:

Email:

Preferred method of contact:

Manager of Business:

Phone:

Address:

Manager's Signature:

Date:

**Type of License** (check all that apply)☐ New License☐ Renewal☐ Transfer (liquor only)**LIQUOR**

(Fee is payable to the Town Clerk when the license is issued.)

**ENTERTAINMENT** ☐ Quarterly \$40.00 ☐ Annual \$150.00☐ Class A

Fee: \$500.00

☐ **POOL TABLE** Fee: \$10.00 per table☐ Class B (Ltd.)

Fee: \$200.00

Indicate number of tables \_\_\_\_\_ Amount \$\_\_\_\_\_

☐ Class B (V)

Fee: \$400.00

☐ **VICTUALER** Fee: \$10.00☐ Class D

Fee: \$200.00

☐ **HOLIDAY** Fee: \$5.00☐ Class T

Fee: \$200.00

Please attach license fees for any of the above licenses.

**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

Officers

Legal Address

President:

Vice President:

Secretary:

Treasurer:

**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☐ Certificate attached

<b>Criminal Records Check</b>		
<ul style="list-style-type: none"> <li>As part of the licensing procedure, the Burrillville Town Council requires <b>annual</b> criminal records check for all individual applicants and, if the business is incorporated, all officers of the corporation, prior to consideration of license renewals.</li> <li>Criminal records checks are conducted by the Burrillville Police Dept. Submit the completed <a href="#">form</a> to the Town Clerk's office for processing, notary available.</li> </ul>		
<b>Fire Inspection</b>		
<ul style="list-style-type: none"> <li>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.</li> <li>If the fire inspection report is not on file, a fire inspection must be conducted, and a report submitted, before a license will be issued.</li> <li>License may not be issued to an establishment if the fire marshal has not inspected the location; or if the fire marshal has indicated that there are deficiencies that preclude issuance of the license.</li> <li>Fireworks and pyrotechnics are expressly prohibited without appropriate permits issued by the local fire authority, in compliance with RIGL §23-28-11.</li> </ul>		
Capacity as determined by the Fire Marshal:		
<b>Building Official</b>		
<ul style="list-style-type: none"> <li>It is the responsibility of the applicant to schedule inspections.</li> <li>Please contact the building office at 568-4300, ext. 128.</li> </ul>		
<b>Alcohol Server Training</b>		
<input type="checkbox"/> Applicant is aware of, and is in compliance with, RIGL §3-7-6.7 relating to alcohol server training requirements.		
<b>Other Requirements</b>		
<ul style="list-style-type: none"> <li>Secure a Certificate of Good Standing from the Rhode Island Division of Taxation (liquor licenses only).</li> <li>Provide proof that local taxes are current</li> <li>Provide a copy of food business license from the Office of Food Protection (victualer license)</li> </ul> <p>A deposit for advertising must be attached if applying for a liquor license. The Town Clerk will advise the applicant of the amount of the deposit required.</p>		
<b>Signature of Applicant</b> (Applicant must be present at hearing to answer questions.)		
I hereby state that the information I have provided on this application is true and accurate.		
<i>Signature of Applicant (sign and print)</i>		<i>Date</i>
<i>Signature of Notary</i>	<i>Notary (Print or Type)</i>	<i>Commission Expires</i>
<b>This section to be signed when liquor license is issued.</b>		
Pursuant to §8-53 of the Ordinances of the Town of Burrillville, I hereby acknowledge receipt of the above described license and Article II Alcoholic Beverages of the Ordinances of the Town of Burrillville. (Liquor license only.)		
<i>Signature of licensee, officer of corporation or general or limited partner.</i>		<i>Date</i>