

**Common Victualler License Requirements**  
also includes Coin-Op, Billiard and Mini-Golf licenses

**RENEWALS:**

Please submit the following along with the Town application:

- Business Certificate
- Workers Comp Affidavit
- Updated Menu
- Floor Plan

**If applying for Retail Alcohol Licenses, add:**

- Completed Liquor License application.

**If applying for Entertainment add:**

- Completed Entertainment Application

**License fee(s) payable to the Town of Eastham, as apply to your establishment:**

- Common Victualler
- Entertainment \$100.00
- Coin-operated amusements \$250.00
- Miniature golf \$100.00 Weekdays  
\$50.00 Sundays
- Billiard tables \$100.00 Weekdays  
\$50.00 Sundays  
\$100.00

**NEW APPLICATIONS:**

Please submit all materials required for a renewal, along with:

- Floor plan including dimensions, seating layout, and entrances/exits. Coin-op amusements and billiard tables must be included if applicable.
- Copy of lease, P&S agreement, or current tax bill for property/location of business

New applications must be submitted at least eight (8) weeks prior to your planned opening date. We recommend you discuss your plans with the Health and Building Departments before applying. Once a completed application is reviewed, you will be given a hearing date with the Board of Selectmen and a legal ad will be placed in the local paper.

**Prior to the issuance of any license, the premises must be inspected by the Building Department, Health Department and Fire Department. All municipal taxes must be paid prior to the license approval.**

**Incomplete applications will not be accepted. No exceptions.**



**TOWN OF EASTHAM**

2500 State Highway, Eastham, MA 02642  
508-240-5900  
Fax 508-240-5908

**FOR OFFICE USE ONLY**

Date Rec'd: _____	<b>Fees:</b>
Payment Type: _____	
<input type="checkbox"/> Business Certificate	
<input type="checkbox"/> Workers Comp Affidavit	<input type="checkbox"/> Menu <input type="checkbox"/> Floor Plan
<input type="checkbox"/> Inspections by BOH/Building/Fire	
<input type="checkbox"/> Lease/P&S/Tax bill	
CV# _____	

**COMMON VICTUALLER LICENSE APPLICATION**

<input type="checkbox"/> *New <input type="checkbox"/> Renewal    *New businesses must file application at least 60 days prior to opening	
Establishment Name:	
Establishment Address:	
Establishment Mailing Address:	
Establishment Phone #:	Email Address:
Applicant Name:	
Applicant Address:	
Applicant Mailing Address:	
Applicant Phone #:	Email Address:
Name and Title of Person Directly Responsible for Daily Operations (ex. Owner, PIC, Supervisor, Manager, etc.):	
Address:	
Phone #:	24 Hour Emergency #:
Email Address:	
Days and Hours of Operation:	
Will Alcohol be Served: <input type="checkbox"/> Yes <input type="checkbox"/> No (If yes, please complete a separate liquor license application)	
Annual or Seasonal: <input type="checkbox"/> Annual <input type="checkbox"/> Seasonal	If Seasonal, dates of operation:

**Food and Beverage to be Served (attach menu):**

**Maximum Seating #:** \_\_\_\_\_ **Maximum Occupancy #:** \_\_\_\_\_

**Number of Parking Spaces:** \_\_\_\_\_

**Do you Offer Entertainment?**  \*YES  NO  
**\*If yes please complete a separate entertainment application**

**Do you have coin-operated amusement devices?**  Yes  No **If yes, number of amusements:** \_\_\_\_\_

**Description of amusements:**

**Are amusements operated on Sundays?**  Yes  No

**Do you offer miniature golf?**  Yes  No

**Is miniature golf offered on Sundays?**  Yes  No

**Do you have billiard tables?**  Yes  No **If yes, number of tables:** \_\_\_\_\_

*I do declare under the pains and penalties of perjury that I have personal knowledge of the information submitted in the Application/Renewal, and as such affirm that all statements and representations therein are true to the best of my knowledge and belief.*

**Signature of Applicant:** \_\_\_\_\_

**Date:** \_\_\_\_\_

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