

## TOWN OF NORTHBOROUGH

Town Offices  
63 Main Street  
Northborough, MA 01532-1994  
(508) 393-5040 Phone  
(508) 393-6996 Fax

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### NECESSARY DOCUMENTS TO PROCESS COMMON VICTUALLER LICENSE APPLICATION

- Zoning Interpretation Request Form – **First and Foremost**  
The form can be found at the bottom of the Licenses & Permits Page or on the Building Department's Homepage. This form must be signed by the Building Inspector and returned to this office along with the application.
  - Business Certificate.
  - License Application.
  - Articles of Organization (if a Corporation or LLC) as filed with the Massachusetts Secretary of State.
  - An 8X11 or 11X17 copy of the blue prints or a hand-drawn floor plan (drawn to scale) of the proposed premises
  - \$50 License Fee - made payable to the "Town of Northborough".

Once the above documents are completed and returned to the Selectmen's Office, a review will be scheduled with the appropriate Town Staff. The License Application will then be scheduled for consideration at a future Board of Selectmen meeting.

If you have any questions, please contact Diane Wackell, Executive Assistant to the Board of Selectmen at 508-393-5040.



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### Common Victualler License Application

Every question must be answered with full information. Please print clearly.

Legal Name                      Please circle:    Corporation    LLC    Individual

Business Name d/b/a (if different)

Address of Licensed Premises

Business Phone

Cell Phone

Email

Website

Contact Person: Name, Phone Number, Email

Complete Description of Premises to be licensed: Please include floor plan.

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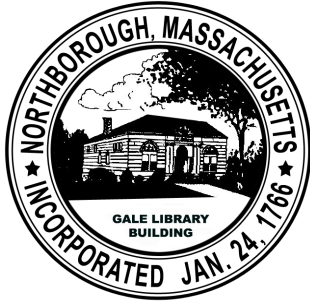
Will there be a tv, radio or live entertainment?

Yes ( ) I hereby apply for the required entertainment license as well.

No ( ) I do not need an entertainment license.

Applicant Signature

Date



**TOWN OF NORTHBOROUGH**

Building Department  
63 Main Street  
Northborough, MA 01532-1994  
(508) 393-5010 Phone  
(508) 393-3130 Fax

Business name: \_\_\_\_\_  
*Please print*

Address: \_\_\_\_\_ in Northborough, MA 01532  
*Please print*

Type of Business, full description of operation at this location. *(Please print):*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Applicant: \_\_\_\_\_ Phone #: \_\_\_\_\_  
*Please print*

\_\_\_\_\_  
*Signature* *Date*

***For office use only below this line***

GIS: Map # \_\_\_\_\_, Parcel # \_\_\_\_\_

Zone(s): \_\_\_\_\_ Groundwater Protection Overlay: Area(s) \_\_\_\_\_

To whom it may concern:

This is to certify that the business listed above  is /  is not an allowed use and meets all of the requirements for use under the Town of Northborough Zoning Bylaws.

\_\_\_\_\_  
Joseph M. Atchue  
Inspector of Buildings / Zoning Enforcement Officer

\_\_\_\_\_  
Date