



Request to Cater Malt, Vinous and/or Spirituous Liquors

**\$20.00 Application Fee (must be included)**

License Number: \_\_\_\_\_

Licensee Name: \_\_\_\_\_

Doing Business as: \_\_\_\_\_

Street: \_\_\_\_\_ Town/City \_\_\_\_\_

Contact Name & Phone: \_\_\_\_\_

Email or Fax: \_\_\_\_\_

**BE SURE TO READ INSTRUCTIONS BELOW, BEFORE COMPLETING APPLICATION**

- 1) Describe type of event: \_\_\_\_\_  
\_\_\_\_\_
- 2) Location of event: \_\_\_\_\_
- 3) Date of event: \_\_\_\_\_
- 4) Hours of operation from beginning to end: \_\_\_\_\_
- 5) Approximate number of persons expected: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**Each catered event must have approval from the Town/City before submitting this application to Liquor Control.**

Please check one: \_\_\_\_\_ Approved \_\_\_\_\_ Disapproved

\_\_\_\_\_

Town/City Clerks Signature (Catered location) Town/City

Date

**SUBMIT THIS APPLICATION TO DLC AT LEAST 5 DAYS PRIOR TO EVENT**

DIRECTIONS:

- 1) Submit to Town/City clerk for approval (Town/City Clerk will send to DLC).
- 2) Follow all liquor control laws and regulations (what applies to a first or first and third class license also applies to the caterer's license).
- 3) Must have a defined area for serving and consumption of alcohol with designated barriers.
- 4) Must have separate toilet and lavatory facilities available for both men and woman.
- 5) Provide sufficient number of employees for control purposes.
- 6) No personal checks will be accepted.