



VICTUALERS LICENSE APPLICATION

11 Howard Street, Boothbay Harbor, ME 04538

Phone (207) 633-3671 Fax (207) 633-7712

New Application

Renewal Application

**Renewals must be submitted 21 days prior to the first BOS meeting in May or they are considered NEW applications.
(Chapter 162 § 162-4 A)**

Business Name: _____

Name(s) of Applicant: _____ Owner(s) of Property: _____

Business Phone: _____ E-MAIL: _____

Mailing Address: _____

Physical Address: _____ Seating Capacity per
DHHS License (attached): _____

Dates of Operation: _____ Hours of Operation: _____

On-site Parking Spaces: _____ Off-site Parking Spaces: _____

Checklist: Signatures required before application is considered complete.

Boothbay Region Water District Fees Paid: _____ Water District

Boothbay Harbor Sewer District Fees Paid: _____ Sewer District

Establishment is Not in Violation of any State/Federal Law/Statute/Regulation (Copy of Current DHHS or State Licensing Department Attached).

No Known Violations of Any Municipal Ordinance: _____ Code Officer

Personal Property Tax Paid: _____ BBH Town Clerk

Real Estate Taxes Paid: _____ BBH Town Clerk

Proof of DHHS or Department of Agriculture Food License: _____ BBH Town Clerk

Please Take Notice: You are asked to become knowledgeable of the Victualers requirements contained in the Codes of the Town of Boothbay Harbor; Chapter 162. The codes are available during normal business hours at the town offices and online at www.boothbayharbor.org. (1) All Victualers licenses expire May 31st. Because of the number of applications and the cost of the public notices involved; (2) **all renewal applications must be submitted with fee(s) no later than 21 days prior to the first meeting of the Board of Selectmen in May, annually. Failure to meet the annual renewal deadline shall necessitate a new application.**

I certify that I am familiar with the current Victualer's code or ordinance of the Town of Boothbay Harbor, Maine, and I agree to abide with or to all conditions and requirements contained therein.

SIGNATURE: _____ DATE: _____

Fees Per Class: New \$150.00 Renewal \$75.00

Please choose the CLASS that BEST FITS your operation:

- Class A New Catering: Foods prepared in Boothbay Harbor, but not sold directly to the public in a licensed establishment. *Refer to class (F) for B & B's*
 Renewal
- Class B New Incidental: For food prepared and sold in a retail outlet whose primary business, as evidenced by the proportional floor space, is other than a Victualers; no on-premises consumption.
 Renewal
- Class C New Specialty: Single items or a related item sold to the public; bakeries, ice cream shops, candy shops, etc.; on premises consumption for a maximum number of ten persons. (Amended 3/5/1984).
 Renewal
- Class D New Take Out: Cooked food sold for consumption on or off-premises through an outlet open to the air. (Cross reference chapter 170, article IV, section [53] prohibits take-out windows)
 Renewal
- Class E New Cooked food prepared outside and consumed on the premises.
 Renewal
- Class F New A facility serving breakfast, lunch, or both for on-premises consumption. Including: Bed & Breakfast, Sandwich/Coffee Shops not open after 3:00 p.m.
 Renewal
- Class G New Full: A facility serving breakfast, lunch and dinner for on –premises consumption.
 Renewal
- Class H New Open: A facility serving at least one cooked meal per day which is also licensed to serve malt, vinous or spirituous liquors for on-premises consumption.
 Renewal
- Class I New Snack bars in movie theaters and bowling alleys. (Amended 5-5-2003)
 Renewal

Approval from the Code Enforcement Office for new applications:

Date an inspection of premises was done: _____

Is the report from the inspection attached to this application? _____

Is the property in compliance with §162-7? _____

Signature: _____ Date: _____

For Use of Licensing Board

DATE OF HEARING: _____ TIME OF HEARING: _____ AM PM

APPROVE: _____ APPROVE WITH CONDITIONS: _____ DISAPPROVE: _____

The following conditions and/or restrictions were added to and are hereby made part of this license granted:

Signature of Chairman