



**CITY OF METHUEN**  
**Searles Building**

**41 Pleasant Street, Room 112, Methuen, MA 01844 Telephone:(978) 983-8515**

**APPLICATION FOR AMUSEMENT LICENSE**  
**(M.G.L. CHAPTER 136, CHAPTER 140, SECTION 181**  
**AND METHUEN MUNICIPAL CODE, CHAPTER 13)**

\_\_\_\_\_  
(Date(s) of Proposed Event)

**Instructions to Applicant:**

*Public Notice Requirement*

No application for an amusement license may be issued where the estimated patron count exceeds seven hundred fifty (750) unless notice to abutters and newspaper notice has occurred, as well as filing with the City Clerk's Office of the City of Methuen per attached Ordinance No. 643.

Please complete the following application and return it to the City Clerk's Office no later than fourteen (14) days prior to the event. The City Clerk's Office will obtain the necessary signatures and contact you when the application has been approved.

The undersigned hereby makes application to the Mayor of the City of Methuen for permission to conduct a public amusement or exhibit as herein described and swears to the truthfulness of the following information.

1. List the name of the individual, group, or organization wishing to conduct such activity. This should be the name that will appear on the license. Also list the address and telephone number that corresponds to that name.

Name \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Telephone \_\_\_\_\_

TO-98-22  
(REQ OF CLR. 2A)



-RECEIVED-

Searles Building  
41 Pleasant Street Methuen, Massachusetts 01

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ORDINANCE # 643

An Ordinance Mandating Public Notification of Entertainment License Applications

**BE IT ORDAINED** by the Town Council of the Town of Methuen that the provisions of Chapter 13 of the Methuen Municipal Code, as most recently amended, are hereby further amended by adding therein Section 13-71 as follows:

Section 13-71. Mandating Public Notification of Entertainment License Applications

No application for a public entertainment/amusement proposed to be licensed under Massachusetts General Laws, Chapter 136, Section 4, Chapter 140, Section 181, Chapter 140, Section 183A, or Chapter 13 of the Methuen Municipal Code, shall be finally and favorably acted upon where the estimated patron count would exceed seven hundred fifty unless the following has occurred prior to same:

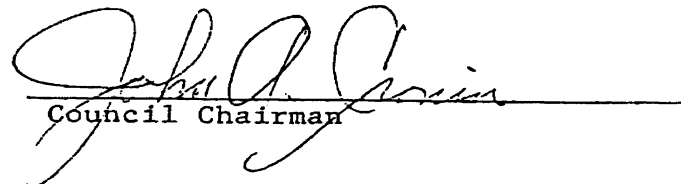
- 1) Notice of said application, together with all accompanying documents has, a minimum of seventy-two hours prior to the application, been filed in the office of the Town Council Clerk.
- 2) Notification by newspaper and pre-paid postage mail to parties in interest as defined by Section 11, Chapter 40A of the Massachusetts General Laws, has been accomplished no later than ten days prior to the approval.

The provisions of this ordinance may only be waived by the Mayor or the Licensing Board, as applicable, where they determine an emergency necessitates and requires immediate action.

First Read: April 6, 1998  
Adopted: April 21, 1998  
Effective: May 21, 1998

I do hereby certify taht at a meeting of which a quorum was present foregoing ordinance was adopted by the Methuen Town Council by a unanimous vo April 21, 1998.

  
Council Clerk

  
Council Chairman

The Town of Methuen is an Equal Opportunity/Affirmative Action Employer  
in its Programs and Activities

2. List the name, address and telephone number of two individuals who are prepared to answer questions on the activity that may be raised by City officials.

a) Name \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
Telephone \_\_\_\_\_  
(Home) (Work)

b) Name \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
Telephone \_\_\_\_\_  
(Home) (Work)

3. Date(s) of proposed activity \_\_\_\_\_

Rain Date \_\_\_\_\_

4. Hours expected to be on the premises \_\_\_\_\_

**Unless otherwise restricted, no holder of a license issued by the City of Methuen pursuant to Massachusetts General Laws, Chapter 140, Sections 177A, 181 and 183A, shall permit any activity licensed hereunder to be conducted between the hours of 2:00 a.m. and 6:00 a.m.**

5. Time(s) of shows/activities or open to public \_\_\_\_\_  
\_\_\_\_\_

Check the following events that apply to your proposed license application:

- Dancing by Patrons
- Dancing by entertainers
- Use of recorded or live music
- Use of amplification systems

- Use of theatrical displays
- Use of floor shows
- Use of light shows of any description
- Dynamic audio or visual

Specify in detail the exact nature of amusement to occur as to the categories checked

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6. Property and specific area of activity (Example: Methuen High School – Auditorium)

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7. Estimated attendance \_\_\_\_\_

8. State, in complete detail, the exhibit or amusement sought to be licensed. Specifically note any possible effects on public safety, health and good order.

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9. Signature \_\_\_\_\_

10. Date of Application \_\_\_\_\_

**TO THE APPLICANT:**

A. Please be advised that this permit process is required under the provisions of Chapter 140, Section 181 of the Massachusetts General Laws. Said aforementioned law specifically governs the manner of issuance of the permit by the Mayor and is specifically drawn so as to not interfere with or detract from the public health, safety and welfare.

Any permit issued hereunder may be revoked or suspended for violation of the law, this permit or issuing authority regulations.

B. Pursuant to the above, please be advised specifically of the following:

A minimum of one (1) police officer shall be required during the hours of use of this permit (the cost of which is to be borne by applicant).

C. Please further be advised that, at the time of the issuance of the permit, a fee shall be paid for such permit as determined by the Mayor.

**\$50.00** for indoor events with 300 people and under, including dance recitals, gymnastic exhibitions, musical recitals;

**\$100.00** for indoor events with 300 or over, except those listed above and including outdoor carnivals;

**\$100.00** for all outdoor events with 300 and under, including dance recitals, gymnastic exhibitions, musical recitals and concerts;

**\$150.00** for all outdoor events with 300 and over, including circuses and rock concerts.

D. All licenses required in conjunction with this activity must be secured before application herein can be made.

**CHECKLIST**

**To the Police Chief, City of Methuen:**

Please review the attached application for your opinion as to whether or not safety measures regarding the Police Department should be implemented in the use of this permit:

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\_\_\_\_\_  
Police Chief/Designee

**To the Fire Chief, City of Methuen:**

Please review the attached application for your opinion as to whether or not safety measures regarding the Fire Department should be implemented in the use of this permit:

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\_\_\_\_\_  
Fire Chief/Designee

**To the Department of Public Works**

Please advise what, if any, specific requirement(s) would be applicable to this permit.

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\_\_\_\_\_  
Director of DPW/Designee

**To Inspectional Services Department:**

Please advise what, if any, specific requirement(s) should be applicable to this permit.

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\_\_\_\_\_  
Building Commissioner/Designee

**To Health Department:**

Please advise what, if any, specific requirement(s) should be applicable to this permit.

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\_\_\_\_\_  
Health Inspector/Designee

**To the Director of Recreation:**

Please advise what, if any, specific requirement(s) should be applicable to this permit.

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\_\_\_\_\_  
Director of Recreation

**To the Treasurer/Tax Collector:**

Please advise what, if any, specific requirement(s) should be applicable to this permit.

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\_\_\_\_\_  
Treasurer/Tax Collector

**To the Above-Named Applicant:**

As Mayor of the City of Methuen, I hereby approve/disapprove your application for the following

reasons: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**If approved, the following requirements shall be implemented:**

1. All provisions of Chapter 140, Section 181, and Chapter 136, both of the General Laws, and the Methuen Municipal Code shall be complied with. Further, all rules and regulations of the City shall be strictly adhered to.
2. The activity proposed shall conform to your application unless otherwise amended by this approval.
3. The following safety measures or precautions shall be taken relative to the use of this permit.

Police \_\_\_\_\_  
\_\_\_\_\_

Fire \_\_\_\_\_  
\_\_\_\_\_

DPW \_\_\_\_\_  
\_\_\_\_\_



Inspectional Services \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Recreation Department \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Treasurer/Tax Collector \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Pursuant to Ordinance No. 642, and, unless specifically waived by the Mayor, there is a requirement that all amusement/entertainment licensed events shall secure a liability policy in the amount of \$1,000,000. No license may issue without a certificate of insurance presented to the City Clerk's office of the City of Methuen a minimum of seven(7) days prior to the event.

***OFFICE USE ONLY***

Dated: \_\_\_\_\_

\_\_\_\_\_  
James P. Jajuga, Mayor

\_\_\_\_\_ Approved

\_\_\_\_\_ Denied

Application Fee: \$ \_\_\_\_\_