



TOWN OF FALMOUTH

Office of the Town Manager & Selectmen
59 Town Hall Square, Falmouth, Massachusetts 02540
Telephone (508) 495-7320

APPLICATION FOR A BOWLING ALLEY LICENSE

M.G.L. Chapter 140, Sections 177, 178, 179, 180

Please provide a complete application at least 45 days prior to Select Board hearing date

Step #1 Complete the following before applying:

- The Business Owner must complete a background check at the Central Records Office of the Falmouth Police Department before submitting this application. A photo ID and a money order or certified bank check for \$30.00 payable to the Commonwealth of Massachusetts are required. **Call 774-255-4527 for an appointment.**
- Obtain from the Assessor's Office a Certified List of Direct Abutters which included properties across the street within 100'

Step #2 Submit all of the following to the Select Board Office:

- A completed Bowling Alley License Application form
- A copy of all pages of the Certified List of Abutters received from Assessor. *Applicant must send copies of the Select Board Notice of Hearing to abutters by Certified Mail within 3 days of the Hearing advertisement.*
- Submit the Affidavit of Abutter Notification with copies of the green receipts from the certified mailing.
- Applicant must prior to the hearing and at their expense publish notice of the hearing in the local paper
- Filing Fees \$40.00 *plus hearing notice advertisement fee* payable by check or cash, contact licensing@falmouthma.gov. License Fees: \$30 for the first bowling alley - \$15 for each consecutive bowling alley payable to Town of Falmouth by cashier's or bank check only.
- Copy of Lease or Deed to the business property
- Business Structure Documents:
 - a. Copy of Articles of Organization *(if corporation)*
 - b. Copy of LLC Agreement *(if limited liability company)*
 - c. Copy of Partnership Agreement *(if partnership)*
 - d. Copy of Certificate of Doing Business *(if sole proprietorship)*

Step #3 Schedule and attend a hearing before the Select Board.

The license will be issued upon Select Board approval

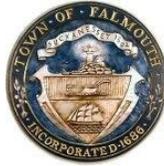
The license period is from the date of issue through April 30th of each year and must be renewed annually.



Please be advised that all license application fees must be paid upon submission of an application as follows:

- Filing fees, public notice advertising fees, and other administrative fees must be paid by personal or business check when the application is submitted. Cash is also accepted.
- License fees must be paid in full at the time of submission by cashier's check or bank check only. These checks will be held on file and not processed until the application is fully approved and all license requirements completed. If the application is not approved the cashier's/bank checks will be returned to the applicant.

Please contact the Select Board Office for further information.



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NAME OF BUSINESS: *D/B/A*

ADDRESS:

TOWN: **STATE:** **ZIP CODE:**

MAILING ADDRESS:
(if different)

MANAGER/OWNER:

HOME ADDRESS:

TOWN: **STATE:** **ZIP CODE:**

TELEPHONE #- HOME: **BUSINESS:**

EMAIL *(REQUIRED)*:

FID#:

NUMBER OF BOWLING ALLEYS:

Filing Fee: \$10

Town Processing Fee: \$30

Advertising Fee - \$35

Bowling Alley License Fee: \$30 for first alley - \$15 each consecutive alley

DATE

OWNER, MANAGER OR AUTHORIZED AGENT

Town of Falmouth

License Application – Department Contact Information

Select Board **Town Hall** **(508) 495-7320** licensing@falmouthma.gov

- License applications.

Building **Town Hall** **(508) 495-7470** <https://www.falmouthma.gov/307/Building>

- Approval of floor plan and/or site plan.

Apply online using **PermitEyes**

- Certificate of Inspection.
- Sign Permit

Zoning **Town Hall** **(508) 495-7460**

- Special permit.

Planning **Town Hall** **(508) 495-7440**

- Site plan review.

Assessor **Town Hall** **(508) 495-7380** <https://www.falmouthma.gov/175/Assessing>

- Certified abutters list.

Police **750 Main St.** **(774) 255-4527**

- Call Central Records to schedule an appointment for the fingerprint-based background check.

Health **Town Hall** **(508) 495-7485** <https://www.falmouthma.gov/273/Health>

Apply online using **PermitEyes**

- Food service establishment permit.

Town Clerk **Town Hall** **(508) 495-7360**

- Certificate of Doing Business.
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