



TOWN OF FALMOUTH
Town Manager & Select Board Office
59 Town Hall Square, Falmouth, Massachusetts 02540
508-495-7320

AUTOMATIC AMUSEMENT DEVICE LICENSE **ANNUAL LICENSE APPLICATION**

M.G.L. 140 §177a

Includes: Video, Pinball, Electronic Games & Juke Box - Does not include Pool/Billiard, Sippio Tables

Please provide a complete application at least 30 days prior to Select Board hearing date

Step 1: *Is this application in relation to a restaurant or other license in effect?*

- Provide a copy of all related licenses.

Step 2: *Have all the following ready to submit with the application.*

- Complete the application for an Automatic Amusement Device License.
- Total License Fees payable to the Town of Falmouth:
 - \$10.00 Filing Fee payable by check or cash
 - The following License Fees payable by Cashier's Check or Bank Check only:
 - Annual License \$100.00 Per Machine – Amusement Device
 - Seasonal License \$ 75.00 Per Machine – Amusement Device
 - All Juke Boxes \$ 75.00 Per Jukebox
- Floor Plan showing the location of all devices.
- Copy of the lease or deed to the licensed premises.
- Business Structure Documents:
 - a. Copy of LLC Agreement
 - b. Copy of Partnership Agreement
 - c. Copy of Certificate of Doing Business *(if sole proprietorship)*
 - d. Copies of Articles of Incorporation *(if corporation)*

Step 3: *Now you are ready to submit the application.*

- Select Board office: Submit a complete application and all items in Step 2.
- Attend a Select Board meeting

Please proofread the application carefully.

For questions contact licensing@falmouthma.gov or call 508-495-7320



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.

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 Appeals **Town Hall, Second Floor** **(508) 495-7460**

- Special permit.

Planning **Town Hall, Second Floor** **(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.

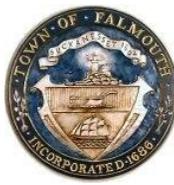
Health **Town Hall** **(508) 495-7485** <https://www.falmouthma.gov/273/Health>

Apply online using **PermitEyes**

- Food service establishment permit.

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

- Certificate of Doing Business.
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Office of the Town Manager/Select Board
59 Town Hall Square, Falmouth, MA 02540
508-495-7320 - licensing@falmouthma.gov

APPLICATION FOR AUTOMATIC AMUSEMENT DEVICE

Includes: Video, Pinball, Electronic Games & Juke Boxes per M.G.L. Chapter 140, Section 177A
Does NOT apply to Bowling Alleys or Pool Tables

Required fields are outlined in red.

BUSINESS NAME: *D/B/A*

BUSINESS ADDRESS:

Town: **STATE:** **ZIP CODE:**

MAILING ADDRESS:

(if different)

MANAGER/OWNER: **TITLE:**

TELEPHONE #: **EMAIL** *(required)*

FID#

DAYS OF OPERATION: **HOURS OF OPERATION:**

NUMBER OF AMUSEMENT DEVICES: (Video, Pinball, Electronic Games)

ANNUAL: **or** **SEASONAL:**

NUMBER OF JUKEBOXES:

OWNER OF MACHINES:

LOCATION OF MACHINES ON PREMISES:

Signature - OWNER or MANAGER OF RECORD

Date

TOTAL FEES PAYABLE TO - TOWN OF FALMOUTH

Filing Fee: \$10
Annual License: \$100 per Amusement Device
Seasonal License: \$75 per Amusement Device
Annual or Seasonal License: \$ 75 per Juke Box