



# Haverhill

License Commission, Room 118  
Phone: 978-420-3623 Fax: 978-373-8490  
License\_comm@cityofhaverhill.com

## Common Victualler & Entertainment License Renewal 2018

**New Requirement for 2018 Renewals – You must include a photo of the exterior of the Licensed Premises**

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

d/b/a: \_\_\_\_\_

Address: \_\_\_\_\_

Mailing (if different): \_\_\_\_\_

Manager: \_\_\_\_\_ Manager Cell Phone #: \_\_\_\_\_

Email: \_\_\_\_\_ Business Phone #: \_\_\_\_\_

Renew Entertainment License\*\*: \_\_\_ Yes \_\_\_ No

**\*\*If you are renewing your entertainment License, please Attach Copy of 2017 Entertainment License**

Cost:  \$100 Common Victualler  
 \$100 Entertainment License

**Total Amount Due: \$ \_\_\_\_\_**

**FAILURE TO RENEW YOUR LICENSE BY DECEMBER 31 2017  
WILL RESULT IN LATE FINES AS FOLLOWS:  
RENEWAL IN JANUARY – LATE FEE \$50.00  
RENEWAL IN FEBRUARY – LATE FEE \$100.00  
RENEWAL IN MARCH OR LATER – LATE FEE \$150.00  
THESE FEES ARE IN ADDITION TO THE YEARLY LICENSE FEE**

Please complete the requested information and submit this form, along with \$100 payment for each license being renewed. You can return this application in person, by mail, or electronically to: Haverhill City Clerk's Office, RM 118, 4 Summer Street, Haverhill, MA 01830 or [license\\_comm@cityofhaverhill.com](mailto:license_comm@cityofhaverhill.com).

### License Attestation

I hereby certify, under the pains and penalties of perjury, that I have to the best of my knowledge, information, and belief, filed all state tax returns and paid all state taxes, and paid all of the following to the City of Haverhill: all local taxes, all utilities, and paid all excise taxes.<sup>1</sup>

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Social Security #/Tax ID #

### Methods of Payment:

1. \$100 (or \$200 if applying also for Ent. Lic.) check payable to "City of Haverhill;" OR
2. Pay online via Credit Card with a \$5.00 processing fee or no processing fee with Electronic Check:
  - a. Common Victualler: <https://unipaygold.unibank.com/TransactionInfo.aspx?transid=9687>
  - b. Entertainment: <https://unipaygold.unibank.com/TransactionInfo.aspx?transid=9688>

### Due Date & Mailing of Licenses

Renewals are Due by December 31<sup>st</sup> at 4pm to avoid Late Fees. Licenses will be mailed out beginning mid-December.

<sup>1</sup> Your social security number or Federal ID number may be furnished to the Massachusetts Department of Revenue (DOR) to determine whether you have met tax filing or tax payment obligations. Licensees failing to correct there non-filing or delinquency will be subject to license suspension or revocation. This request is made under the authority of Massachusetts General Laws, Chapter 62C, and Section 49A. **If any outstanding taxes are due, your license will be held until the taxes are paid.**