



Haverhill

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

Common Victualler & Entertainment License Renewal 2019

New Requirement for 2019 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

Please complete the attached Workers Compensation Insurance Affidavit

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

Total Amount Due: \$ _____

**FAILURE TO RENEW YOUR LICENSE BY DECEMBER 31, 2018
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.

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.¹

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 31st at 4pm to avoid Late Fees.** Licenses will be mailed out beginning mid-December.

¹ 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 their 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.***