

## **BEVERLY'S LICENSING BOARD**

Beverly City Hall, 191 Cabot Street, 3<sup>rd</sup> floor (Licensing Board Clerk located in the Mayor's Office)

Direct line: 978-605-2333 (Licensing Board Clerk)

Website: <https://www.beverlyma.gov/350/Licensing-Board>

The local Beverly Licensing Board is responsible for the issuance of *alcoholic beverage licenses, special one-day licenses, common victualler licenses (required even if you are only serving food [no alcoholic beverages]) and live entertainment licenses.*

Handling of Alcoholic Beverages: If you are planning to participate in any of the following activities involving alcoholic beverages: sell; store; transport; import; export; manufacture with the intent to sell; keep for sale and expose for sale or otherwise handle alcoholic beverages then you must determine what licenses/permits you need on the local, state and federal level. Depending upon the nature of your business the process can be complex and time-consuming. **We recommend that you have a conversation with the City of Beverly's Licensing Clerk, Martha Lewis, *early* in your planning process. Martha may be reached by telephone at 978-605-2333 or by email at [mlewis@beverlyma.gov](mailto:mlewis@beverlyma.gov)**

### **Who Issues Licenses (local, state, federal)?**

**LOCAL:** The City's **Licensing Board** issues special one day licenses, farmers market licenses, seasonal on-premises licenses, and common victualler licenses. The Licensing Board, and the Massachusetts Alcoholic Beverages Control Commission (ABCC), must approve retail license applications and any changes to those licenses. **There is a limited number of retail licenses made available to each community.**

**STATE:** The **Massachusetts Alcoholic Beverage Control Commission (ABCC)** provides uniform control over the sale, purchase, transportation, manufacture, consumption and possession of alcoholic beverages in the State and also issues various licenses and permits. The ABCC provides a very helpful list of Commonly Asked Guidelines which may be found at <https://www.mass.gov/service-details/guidelines-and-faqs> .

The ABCC issues licenses/permits for the following activities: Agent Broker Solicitor License; Airline License to sell to passengers and a permit to transport; Catering permit to transport and deliver; Certificate of Compliance permit authorizing an out of state licensee to export or sell alcoholic beverages to Massachusetts licenses wholesalers; commercial alcohol license authorizing the manufacture, transport, import, export and sale of alcohol for mechanical, manufacturing or chemical purposes; consumer research permit; farmer-brewery licenses and permits; farmer distillery license and permits; farmer winery licenses and permits; going-out-of-business special permit; manufacturers license and permit; pub brewery licenses and permits; railroad sale to passengers and transport licenses and permits; salesperson permit; ship licenses and permit; storage permit; transportation permit; warehouse permits; winery shipment license and transportation permit; wholesaler licenses and permits; personal importation special permit. For a brief definition of each please visit the Massachusetts ABCC website at <http://www.mass.gov/abcc/licensing.htm>

**FEDERAL:** The **Alcohol and Tobacco Tax and Trade Bureau (ATTTB)** within the **United States Department of the Treasury** is responsible for enforcing the laws regulating alcohol production, importation, and wholesale businesses; tobacco

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manufacturing and importing businesses; and alcohol labeling and advertising. Please visit their website for additional information: <https://www.ttb.gov/>