



TOWN OF ORLEANS

19 SCHOOL ROAD ORLEANS MASSACHUSETTS 02653-3699

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<http://www.town.orleans.ma.us>

BOARD OF
SELECTMEN

TOWN
ADMINISTRATOR

Change of D/B/A (Doing Business As) APPLICANT PROCEDURE (Liquor Licenses)

All ABCC license forms are on the ABCC website: mass.gov/abcc. The ABCC requires forms to be filled out online. Bring hard copies to the Town Administrator's/Selectmen's Office.

- _____ \$50.00 filing fee, payable to the Town of Orleans
- _____ Retail Alcoholic Beverages License Application No Fee Monetary Transmittal Form
- _____ Petition for a Change of License
- _____ Copy of Business Certificate filed with the Town Clerk
- _____ Vote of the Corporate Board or LLC authorizing the changes

PLEASE NOTE:

- **Form 43 WILL BE FILLED OUT BY THE SELECTMEN'S OFFICE** after the Board of Selectmen's approval and will be sent out to the ABCC with all other necessary paperwork. **ONLY AFTER** approval of both the Board and the Commission can the name change take effect.
- There is no filing fee to the Alcoholic Beverages Control Commission (ABCC).

Revised: January 20, 2011