



Guideline for Alcohol Service at the Event Facilities:

For Event Facilities that operate without a full liquor license, a special one-day alcohol license is required for any activity at which alcoholic beverages are served.

The type of events (private or public) may alter the requirements for obtaining a special one-day liquor license.

There are several restrictions on one-day licenses, notably they cannot be granted for more than a total of 30 days per calendar year; cannot be issued to any person that has a Section 15 On-Premise license application pending before the Local Licensing Authority, or cannot be issued to any premises with a current alcoholic beverage license.

NOTE: a **strictly private event** being handled by a caterer (such as wedding reception) that has its own license under M.G.L. c. 138, §12C issued by the ABCC does not require a One-day Liquor license from the Town of Nantucket but the entity putting on the event must provide written notice of the event to Police Chief and Local Licensing Authority 48 hours prior to the event.

The 12C Caterer's License is a **state-issued** alcoholic beverages license. As such, the ABCC is the sole agency with the authority and responsibility to issue these licenses. Instructions on how to apply for 12C Caterer's License can be found [here](#).

The following conditions apply to 12C Caterer's License:

- The caterer license allows the holder to cater private events outside the premises of the principal place of business.
- The caterer can serve alcohol at a private event for a maximum of 5 hours.
- This license is not for catering events on public property. For events on public property (such as private events on Town-owned beach), a special one-day permit is needed and issued by the town.
- Caterers can only purchase alcohol from a licensed Massachusetts wholesaler or other authorized source such as a Farmer Series licensee.
- To be eligible for a Caterer license in Massachusetts, the company must store alcohol in Massachusetts.
- Caterers can NOT deliver or sell alcoholic beverages at a location already licensed to serve alcohol.

A **"private event that is not open to the public"** for purposes of a caterer's 12C license is a **private event** which:

- a) has a host; and,
- b) has restricted access to invited guests only; and
- c) was not publicly advertised.

If an event is open to the public (ticketed or free) or a private event is being handled by the caterer without 12C Caterer's License, the entity putting on the event must apply for a special one-day alcohol license by submitting [the special event application](#).

DEADLINE: [Applications for a Special One-Day Liquor License](#) must be received at least **14 days** prior to the event.

LICENSE CATEGORIES: For-Profit enterprises may only apply for a Beer and Wine license.

Non-Profits (non-profit organizations or individuals holding the event for a not for profit) may apply for either type of license (All Alcohol or Beer & Wine). Non-profits must show proof of nonprofit status ((501(c)(3) or 501(c)(6) documentation is required). Individuals hosting a not for profit event must submit proof that event is closed to the public and that no profits will be derived from the event.

PURCHASE REQUIREMENTS: Pursuant to Massachusetts General Law, all For-Profit enterprises issued a Special One-Day Liquor License must purchase alcoholic beverages from a licensed supplier. Click here for a list of [Approved Sources](#). For-Profit enterprises cannot obtain the alcohol from a package store and cannot have the alcohol donated.

All Non-Profit enterprises issued a Special One-Day Liquor License can purchase alcoholic beverages from a licensed supplier or receive donations of alcoholic beverages.

DONATIONS: Nonprofit charitable corporations organized pursuant to chapter 180 and registered with the division of public charities in the department of the attorney general may accept donations of alcoholic beverages for fundraising events for the benefit of the nonprofit charitable corporation from the following:

- an individual,
- a person licensed to manufacture alcoholic beverages
- person licensed to sell alcoholic beverages at wholesale or retail.

BARTENDERS/SERVERS: ALL individuals who will serve, sell, deliver, and/or dispense alcoholic beverages must have current proof of completion (within last three years) of an appropriate Massachusetts alcoholic beverage server-training program (TIPS). Servers must have certification on their person during event.

INSURANCE: All applicants must attach a Certificate of Insurance Liability (ACORD) naming Town of Nantucket as additional insured under General Liability policy with limits not less than \$1,000,000.00 per occurrence. Please note insurance certificate should include coverage for set-up and clean-up dates.

LOCATION: A floor plan (8-1/2x11 sketch acceptable) showing exact location within the event area where alcoholic beverages will be dispensed may be required with the application. The area where the alcoholic beverages are being sold and consumed must be controlled and supervised. Minors are not allowed within the area where alcohol beverages are dispensed. Individuals may not carry their alcoholic beverages outside the area approved for consumption.

INSPECTION: The licensed premises shall be subject to inspection at any time by the Nantucket Police Department, by the Local Licensing Authority, by the Alcoholic Beverage Control Commission, or by the duly authorized agent of any of them.

APPROVED LICENSE: License must be posted in the most conspicuous place at the location of event for the duration of the event.

Failure to abide by the above listed guidelines or any provision of the laws or regulations pertaining to alcoholic beverages shall be grounds to deny, suspend, or revoke any special license issued under MGL Chapter 138, s14.