

# **Bowling Alley Billiards Pool or Sippio License Checklist**

This application will be returned if the following documentation is not submitted:

- ☐ Bowling Alley Billiards Pool or Sippio License Application.
- ☐ Business Structure Documents
  - If Sole Proprietor, Business Certificate
  - If partnership, Partnership Agreement
  - If corporation or LLC, Articles of Organization from the Secretary of the Commonwealth
- ☐ Federal Certification and State Tax Certificates completed, dated and signed
- ☐ Detailed plan or sketch drawn to scale showing the interior and exterior of the site including interior & exterior of building.
- ☐ Workers Compensation Affidavit completed, dated and signed
- ☐ \$200 Fee paid by check made payable to the Town of Hanover. (hearing fee)
- ☐ A certified list of direct abutters, including abutters directly across from the proposed license premises from the Hanover Assessors' Office.
- ☐ Affidavit of notice to abutters for a public hearing