



## Consumer Affairs and Licensing

Acting Mayor Kim Janey

### **REQUEST FOR WAIVER OF ONE TIME LICENSE FEE**

(Updated April 1, 2021)

**I HEREBY REQUEST THAT THE FEE FOR A ONE TIME ENTERTAINMENT LICENSE BE WAIVED. I UNDERSTAND THAT THE FEE WAIVER REQUEST MUST BE SUBMITTED AT LEAST SEVEN (7) DAYS PRIOR TO MY EVENT DATE FOR CONSIDERATION.**

**1. NAME OF EVENT:** \_\_\_\_\_

**2. DATE OF EVENT:** \_\_\_\_\_

**3. ADDRESS OF PREMISES:** \_\_\_\_\_

**4. REASON FOR WAIVER REQUEST** (Select the applicable reason):

☐ 1. The sponsoring party for the event is a certified tax- exempt organization in charitable or other authorized tax-exempt purposes. Please explain and **provide supplemental document(s)** (required): \_\_\_\_\_

☐ 2. The event is sponsored by the City of Boston.

☐ 3. Other (please explain): \_\_\_\_\_

**5. WHAT IS THE ADMISSION FEE FOR YOUR EVENT?** \_\_\_\_\_

**6. WHAT PERCENT OF THE PROCEEDS WILL BE DONATED TO A CHARITABLE OR NONPROFIT ORGANIZATION?** \_\_\_\_\_

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**UNDER THE PAINS AND PENALTIES OF PERJURY, I AFFIRM THAT THE PRECEDING ANSWERS ARE TRUE TO THE BEST OF MY KNOWLEDGE AND BELIEF.**

**WRITTEN SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**PRINTED SIGNATURE:** \_\_\_\_\_

**DAYTIME TELEPHONE NUMBER:** \_\_\_\_\_

**EMAIL:** \_\_\_\_\_

***The Mayor's Office of Consumer Affairs & Licensing will respond to request for fee waivers within 7 days. Thank you.***

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**(FOR OFFICE USE ONLY)**

**FORM ACCEPTED BY** \_\_\_\_\_ **DATE** \_\_\_\_\_

**COMMENTS** \_\_\_\_\_

☐ **APPROVED**

☐ **DENIED**