



Consumer Affairs and Licensing

Mayor Martin J. Walsh

REQUEST FOR WAIVER OF ONE TIME LICENSE FEE

***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.***

NAME OF EVENT: _____

DATE OF EVENT: _____

ADDRESS OF PREMISES: _____

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): _____

**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.***

(FOR OFFICE USE ONLY)

FORM ACCEPTED BY _____ **ON (date)** _____

☐ **APPROVED**

☐ **DENIED**