

**TOWN OF BUCKSPORT
BUSINESS LICENSE APPLICATION**

CHECK LICENSE TYPE:

___ PUBLIC EXHIBITION ___ CARNIVAL/CIRCUS ___ PARADE
___ NEW LICENSE ___ RENEWAL OF LICENSE

Applicant Name _____ DOB _____
Mailing Address _____
City _____ State _____ Zip _____
Telephone _____ Email _____

PUBLIC EXHIBITION INFORMATION: ___ Does not apply

Location of event _____
Type of entertainment _____
When will the entertainment be offered? (list days and times) _____

CARNIVAL/CIRCUS INFORMATION: ___ Does not apply

Types of amusements _____

Location of event _____
When will the carnival/circus be open? (list days and times) _____

PARADE INFORMATION: ___ Does not apply

Estimated number of participants _____
Number of vehicles/floats _____
Number of stops/speeches en route _____ Approximate time for each stop _____
When will the parade be conducted? (list day and time) _____
Route of parade _____

Number of volunteers for traffic control _____
Will barricades or signs be required? ___ Yes ___ No
Please describe your needs for signs and barricades: _____

I certify that the information provided in this application is true and accurate to the best of my knowledge, and hereby request the Bucksport Town Council to issue the required license or permit as authorized to do so by the Bucksport Town Code, Chapter 6, Business and Licensing Regulations, Section 6-102.

APPLICANT SIGNATURE

DATE

(See reverse side for additional information)

License and Permit Fees

Type of License	Term	Fee
Carnival and Circus	Per day	\$50.00
Parade	Per event	No fee
Public Exhibition	Annual	\$20.00
	Per event	\$05.00

Other Fees:

Registration of Business Name \$05.00 (one time fee)

The cost of advertising any required public hearing is the responsibility of the applicant and must be paid to the town prior to the issuance of the license or permit by the Town Clerk.

The applicant or authorized agent must be present at the public hearing.

6-103 Application Requirements

- 6-103.1 Applications for licensing or permitting must be submitted to the Town Clerk. The Town Clerk shall forward a copy of any license or permit application subject to departmental approval to the appropriate departments upon receipt of the application.
- 6-103.2 The Town Clerk shall review license and permit applications to determine if they are complete. Before any application may be deemed complete, the following requirements must be met:
1. All required information on the application has been provided;
 2. The required fee has been submitted;
 3. Planning Board approval, if required, has been issued;
 4. All required departmental recommendations have been issued.
- 6-103.3 Upon deeming an application subject to Town Council approval to be complete, the Town Clerk shall submit the application to the Town Council for their review at the next available meeting.
- 6-103.4 Upon deeming an application subject to Town Clerk approval to be complete, the Town Clerk shall review the application in accordance with the requirements of section 6-107 of this chapter.
- 6-103.5 The Town Clerk shall schedule public hearings on license applications in accordance with the requirements of this chapter.
- 6-103.6 The Town Clerk shall notify licensees of their license renewal obligations no less than sixty (60) days prior to the license expiration date. License renewal applications must be submitted to the town at least thirty (30) days prior to the license expiration date. Applications received by the town less than thirty (30) days prior to the expiration date may be subject to a penalty fee equal to the license fee if the license can not be issued prior to its expiration date.

Return the completed application and fee to:

Town Clerk

Bucksport Town Office

50 Main Street

P.O. Drawer X

Bucksport, ME 04416

Tel. (207) 469-7368

Fax (207) 469-7369