



Board of License Commissioners
Greenfield, Massachusetts
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Application for vendor host license

Please note: Applications must be received no later than 12:00pm on the Thursday preceding the meeting in order to be considered.

Event organizers who have obtained an entertainment license for the event are not required to also have a vendor host license.

Promoters licensed under M.G.L. c.101 by the Division of Standards should submit a copy of their promoter license prior to the event and are not required to obtain a vendor host license.

Those hosting an event with vendors at the host's regular fixed place of operation/business are not required to have a vendor host license but should submit a list of vendors as stated below.

Date of application _____

Applicant name (responsible individual or manager of event) _____

Contact information

Address _____

Phone number _____

Email _____

Type of event _____

Description of event _____

Number of expected patrons _____

Date(s) of event _____

Hours of event _____

Location of event _____

Description of premises _____



How many vendors will be at the event? _____

Will vendors be selling:

- merchandise
- food/beverage*
- alcohol**
- other services (describe)_____

Attach a list of all vendors who will be selling at the event. The list should include the name of the business, owner/vendor name, contact information (including address, phone, email, & website), and types of items being sold.

** Food & beverage vendors will need to submit paperwork to the Health & Fire Departments in all cases.*

*** If vendors will be selling alcohol, an application for a special one-day liquor license must be submitted to the Board of License Commissioners.*

Vendor host license fee:

Event with 1 – 3 vendors – no fee

Event with 4 – 10 vendors - \$10

Event with 11 – 25 vendors - \$25

Events with 26 or more vendors - \$50