

Town of Westwood
Commonwealth of Massachusetts



Department of Community and Economic Development

LICENSING DIVISION

Janice Barba
Licensing Administrator
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MEMO

TO: Alcohol License Holders
FROM: Janice Barba
DATE: October 11, 2017
RE: **2018 LICENSE RENEWALS**

This year the 2018 Alcohol License renewal application and associated documents are now available on the Town's website here:

<http://westwood-prod.civica.granicusops.com/gov/depts/commdevdepts/lidiv/cvli.htm>

[If your establishment has an entertainment license, please complete the application for renewal here.](#)

Complete the fillable forms online. Save and email forms with **required attachments** to me by **November 15th**. (*Floor plans and menus are not required to be submitted if both remain unchanged since last year.*)

[Please schedule Building and Fire Department inspections *immediately* and obtain Health Department signature \(no inspection required\).](#)

The deadline for submitting the inspection sign-off form is **December 15th**.

A check for payment of the [license fee\(s\)](#) should be mailed to or dropped off at the office at Carby Street.

Please call or email if you have any questions or need assistance.