



HOLIDAY SALES LICENSE APPLICATION FACT SHEET

Who must obtain this license:

- Retail businesses must have a holiday sales license to open on Jan. 1, Memorial Day, July 4, Victory Day, Labor Day, Columbus Day, or Veteran's Day. Licensees may open during their normal business hours, except for package stores (holders of Class A alcoholic beverage licenses), which may not open earlier than permitted by law.
- Gasoline service stations do not need a holiday sales license to open on holidays.
- Victualing houses principally serving prepared food for consumption on and off the premises do not need a holiday sales license to open on holidays.
- The only businesses permitted to open on Thanksgiving Day or on Dec. 25 with a holiday sales license are pharmacies; small retailers of food products; florists and garden centers; stores that primarily sell or rent video cassette tapes; and businesses that primarily prepare or sell bakery products. Package stores may open at noon on Dec. 25, but they may not open on Dec. 25 if it falls on a Sunday.
- A holiday sales license is issued for a particular location. If the business moves, a new license is required.

License fee: \$10 per year. The license expires on December 31 and must be renewed each year. Charitable, benevolent, educational, philanthropic, humane, patriotic, social service, civic, fraternal, police, fire, labor, or religious organizations that are not operated for profit are exempt from payment of the fee.

Requirements for license applications:

- *Tax certificate.* The applicant must submit written certification from the Richmond Tax Collector that neither the applicant nor the property owner is in arrears on payment of any municipal taxes or fees.
- *Good Standing.* Corporate applicants must submit a certificate of good standing issued by the R.I. Secretary of State's Office.

Requirements for holding a license:

- The license must be displayed in a conspicuous place on the premises.
- The license permits the business to make holiday deliveries.

NOTE: This summary is for the convenience of applicants. For all the legal requirements of this license or permit, you should consult the applicable state statute and town ordinance.

HOLIDAY SALES LICENSE

Town Clerk's License Application Checklist

Applicant: _____

Date Application Received: _____

License Number: _____ **New:** _____ **Renewal:** _____

TAXES: Richmond Tax Collector's certificate that applicant's taxes are current.	
CORPORATE: R.I. Secretary of State's Office Certificate of Good Standing (<i>if applicant is a corporation</i>).	
LICENSE FEE: \$10 <i>Charitable, benevolent, educational, philanthropic, humane, patriotic, social service, civic, fraternal, police, fire, labor, or religious organizations that are not operated for profit are exempt from payment of the fee.</i>	



Town of Richmond, Rhode Island

Town Clerk's Office, 5 Richmond Townhouse Road, Wyoming, RI 02898 (401) 539-9000

APPLICATION for a MUNICIPAL LICENSE

DATE OF APPLICATION	<input type="checkbox"/> New License	<input type="checkbox"/> Renewal
NAME OF INDIVIDUAL OR BUSINESS TO HOLD THIS LICENSE		
THE APPLICANT IS <input type="checkbox"/> INDIVIDUAL <input type="checkbox"/> CORPORATION <input type="checkbox"/> LIMITED LIABILITY CORPORATION <input type="checkbox"/> PARTNERSHIP <input type="checkbox"/> LIMITED PARTNERSHIP <input type="checkbox"/> JOINT VENTURE		
APPLICANT'S BUSINESS MAILING ADDRESS Street or P.O. Box		
City or Town	State	Zip Code
Business telephone number(s)	Website:	
INDIVIDUAL MAKING THIS APPLICATION: Name		
Street		
City or town	State	Zip Code
Telephone number(s)	E-mail address:	
BUSINESS LOCATION in Richmond Street address		
Tax Assessor's Plat and Lot number		
The undersigned, being duly sworn, upon oath does depose and say: 1. I am an authorized representative of this business. 2. The information on both pages of this application is true and correct. 3. This business is in compliance with all applicable town ordinances and regulations, state statutes and regulations, and federal statutes and regulations. 4. I have reviewed the checklist of documents that are required to obtain this license. I will be able to produce the required documents, or prove I have requested them, before the Town Council meeting at which this application will be considered.		
SIGNATURE _____		
PRINT NAME _____		
Sworn and subscribed to before me at _____, County of _____, State of Rhode Island, this _____ day of _____, 20 _____.		
_____ Notary Public Print name: My commission expires / /		

HOLIDAY SALES LICENSE APPLICATION

Applicant's name:	
Individual responsible for daily operation:	
NAME:	PHONE:
Title or position:	
<input type="checkbox"/> NEW LICENSE	<input type="checkbox"/> RENEWAL
LOCATION OF BUSINESS:	
Street address:	
Assessor's Plat and Lot number:	
OWNER OF PROPERTY:	
Owner's Name:	
Mailing Address:	
Telephone number and name of contact person:	
What days and hours are you open for business?	
If you make deliveries, how many vehicles are used?	

OFFICE USE ONLY

Date of Town Council approval	Date license issued
Fee paid:	Date license expires
License issued by:	