

TOWN OF ARLINGTON  
MASSACHUSETTS 02476-4908

**SPECIAL ALCOHOL LICENSE APPLICATION**

Name of Applicant: **Kevin Wayne Spinney / Spinney**  
**Productions**

Address, phone & e-mail contact information: **162 Park St., Beverly, MA 01915,**  
**spinney.wayne@yahoo.com**  
**978-473-4430**

Name & address of Organization for which license is sought: **Same as**  
**Above**

Does this Organization hold nonprofit status under the IRS Code? **X** **No**

Name of Responsible Manager of Organization (if different from above):  
\_\_\_\_\_

Address, phone & e-mail contact information: \_\_\_\_\_  
\_\_\_\_\_

Has the Applicant or Organization applied for and/or been granted a special liquor license this  
calendar year? **No** If so, please give date(s) of special licenses and/or applications and title of  
event(s). \_\_\_\_\_  
\_\_\_\_\_

Is this event an annual or regular event? If so, when was the last time this event was held and at what  
location?

**NO**

24-Hour contact number for Responsible Manager on Event date:  
**339-221-0991 (theater) 978-473-4430 (event producer)**

Title of Event: **"Monty Python & the Holy Grail 40<sup>th</sup> Anniversary Screening"**

Date/time of Event: **Wednesday, October 14<sup>th</sup>, 2015 at 7:30pm (doors at**  
**7:00pm)**

Location of Event: Regent Theatre

Location/Event Coordinator: Richard Stavros

Method(s) of invitation/publicity for Event Email newsletter, facebook, website, print and online media and event listings

Number of people expected to attend: 150-200

Expected admission/ticket prices: \$15.00

Expected prices for food and beverages (alcoholic and non-alcoholic): \$5-\$7 PER 12 OZ. CUP OF BEER OR 4 OZ. CUP OF WINE. \$2 FOR BOTTLED WATER

Will persons under age 21 be on premises?

YES

If "yes," please detail plan to prevent access of minors to alcoholic beverages. PATRONS WILL BE CARDED / ASKED TO PRESENT VALID I.D. TO MAKE SURE THEY ARE 21 AND OLDER. ONLY ONE DRINK PER CUSTOMER PER VISIT TO THE BAR. HANDS WILL BE STAMPED OR WRISTBANDS GIVEN AFTER I.D. IS CHECK AND APPROVED.

Have you consulted with the Department of Police Services about your security plan for the Event?

YES

**OFFICE USE ONLY**

*For Police Chief, Operations Commander, or designee:*

Your signature below indicates that you have discussed this event with the applicant, you have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event.

OFC. Corey P. Koteau  
OFC. Corey P. Koteau  
Printed name/title

Date 9/25/15

POLICE COMMENTS:

Request one police detail.

What types of alcoholic beverages do you plan to serve at the Event? (Note: By State Law, all-alcohol Special Licenses are available only to nonprofit organizations.)

**Just Beer & Wine**

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What types of food and non-alcoholic beverages do you plan to serve at the Event? TYPICAL MOVIE THEATER CONCESSIONS: POPCORN, CANDY, SOFT DRINKS

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Who will be responsible for serving alcoholic beverages at the Event? NICHOLAS WRIGHT OR OTHER T.I.P.S. CERTIFIED BARTENDERS

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What training or certification in responsible alcohol service does this person have? Please attach certificate or other proof of training for at least one person who will have responsibility for serving alcoholic beverages at each point of service and who will be present for the entire Event.

**TIPS CERTIFICATION OR OTHER GOVERNMENT APPROVED CERTIFICATION.**  
**(BOS HAS MR. WRIGHT'S CERTIFICATION ON FILE).**

Please list the names and dates of birth for all people who will be responsible for serving alcoholic beverages at the Event. Anyone serving alcoholic beverages must be at least 21 years of age.

**NICHOLAS WRIGHT, DOB ON FILE, BUT CAN BE PROVIDED IF NECESSARY.**  
**IF ALTERNATE BARTENDER IS USED, REGENT WILL PROVIDE NAME, DOB, AND PROOF OF CERTIFICATION**

Name of the Massachusetts wholesaler who will deliver to site? (Full supplier list available on the ABCC website: [www.mass.gov/abcc](http://www.mass.gov/abcc)) **HARPOON BEVERAGES OR ATLANTIC IMPORTING COMPANY FOR BEER; HUB WINE CORP FOR WINE**

Date of Delivery: **WEDNESDAY, OCTOBER 14TH, 2015**

Alcohol Serving Time (s): **7:00-10:00PM**

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How, when, and by whom will excess alcoholic beverages obtained for the Event be disposed of?  
**Arrangements will be made to have excess alcohol transported from the premises and returned to the distributor prior to the expiration date and time of any special alcohol license issued for this event.**

Date of Pick up: **Thursday, October 15th, 2015**

Please provide details (insurance company, type of policy, name of insured, and policy limits) of any relevant insurance coverage for the Event, included but not limited to General Liability and Liquor Liability insurance. (You may be asked to supply a certificate or other proof of adequate insurance coverage.) **BOS HAS ON FILE**

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**Please submit this completed form and filing fee to the Board of Selectmen at least 21 days before your Event. Failure to provide complete information may delay the processing of your application.**

**I HAVE READ AND UNDERSTAND ALL RULES AND REGULATIONS:**

Signature: \_\_\_\_\_

*KW. Spinney*

Printed name: KEVIN WAYN SPINNEY

Printed title & Organization name: PRESIDENT, SPINNEY  
PRODUCTIONS

Email: spinney.wayne@yahoo.com



9/17/15

**Security Plan for "Monty Python & The Holy Grail 40<sup>th</sup> Anniversary Screening"**  
**Wednesday, 10/14/15**

- 1) Beer & wine sold in one clearly designated area in the back of the theatre
- 2) There are at least two people on duty at "bar" area
  - a) Bartender (TIPS certified)
  - b) Seller/Cashier (everyone must show ID and only one drink can be sold to that person)
  - c) Manager on duty who checks in on the bar area throughout the night
  - d) All have cell phones in case of a problem.
- 3) Public admitted to the theatre no sooner than 30 to 60 minutes before show time. Beer & wine sold from that period to the end of intermission (approx. 2-2.5 hours only), well before the actual ending of the event.
- 4) Liquor can only be consumed in the main theatre area.
- 5) We serve 12oz beers and 4oz wines.
- 6) Regent Co-owners Leland Stein and/or Rick Stavros are on duty and available for all shows.
- 7) If co-owners are not available, a bouncer/security person will be stationed in the bar area
- 8) In case of a problem, the server or seller is to contact person on duty/security.
- 9) In the case of an emergency they are to call the police.
- 10) Both the seller and the bartender have been instructed and trained to refuse selling or serving alcohol to anyone they have determined to have been drinking excessively outside the premises before the event, or during the event itself.
- 11) Ticket holders will be instructed to park in the municipal lot across the street or street parking where available.
- 12) There will be announcement at start of event pointing out emergency exits, and procedures for an emergency evacuation.
- 13) If no police detail present, the Regent Manager will make sure crowd is orderly on sidewalk and not spilling out into the street, through the use of Private Security.
- 14) If police detail present and the bar area is crowded, management will request a police officer to be as close to bar area as possible.
- 15) When advance ticket sales warrant it, a police detail will be hired for security. Otherwise, Regent management will provide security.
- 16) A police detail will be hired by the event organizer if 150 or more patrons are expected; two police details if more than 300.