



Town of Dedham Seasonal Outdoor Dining License Application

The Town of Dedham Select Board requires an Outdoor Dining License for the use of public property for outdoor dining purposes, or for an expansion of outdoor dining on private property. Please review the Outdoor Dining Policy to ensure eligibility and compliance with all requirements.

1. Before completing the Application Packet:

Consult with the Building Commissioner that the space is safe and appropriate for outdoor dining.

Have up to date applicable food and beverage and alcohol licenses:

Common Victualler License from the Dedham Select Board.

Liquor License from the Massachusetts ABCC and the Dedham Select Board.

Food Permit from the Dedham Board of Health.

2. Complete the Application Packet:

Application Form (on the following page).

Authorization letter from property owner (if restaurant is a tenant space).

Written sanitation plan including:

Daily cleaning procedures for outdoor dining area and dumpster area which must include sweeping and removing of food debris from the outdoor dining area

Pest prevention and trash management procedures.

Proof of liability insurance equal to \$1,000,000 per occurrence/\$2,000,000 aggregate. For dining on the public way, have the Town of Dedham included as Additional Insured.

A site plan of the proposed outdoor dining area (See the Outdoor Dining Policy for specific requirements).

\$150 application fee. If approved, the Licensee must pay an additional fee of \$1.50 per square foot of public property used.

Outdoor Dining Application

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Entity Name:
Doing Business As (d/b/a):
Application Contact Name:
Contact Phone:
Contact Email:

Outdoor Square Footage:
Total Seating Capacity:
Total Occupancy:

Please summarize the details of the proposed Outdoor Dining premises. Attach a Site Plan that follows the requirements outlined in the Outdoor Dining Policy.
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Property Owner Name:
Property Owner Phone:
Property Owner Email:
Attach an authorization letter from the property owner to participate in outdoor dining.