



TOWN OF MENDON
Economic Development Committee
Mendon Town Hall
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Mendon, Massachusetts 01756
EconomicDevelopment@mendonma.gov

Tom Merolli, Chair
Tim Persson, Vice-Chair
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NEW BUSINESS INFORMATION

-If you are planning on opening a business in the Town of Mendon, you will need a business certificate from the **Town Clerk's** office. **508-473-1085**

What is needed:

1. Completed application
2. Home/business occupancy permit from Building Department. (\$50, good for 3 years)
3. Contact Information Form.
4. Payment of \$40.00 submitted to the Town Clerk's office. Checks made out to "Town of Mendon" (Good for 4 years)

-If you are a food establishment, you may require additional permits issued by the **Board of Health**. Renewals are on an annual basis, and fees are on the following page.

-Certain businesses require an additional license from the **Board of Selectmen: 508-473-2312**

- 1) Class I/II Automotive Sales
- 2) Common Victualer
- 3) Dancing by Patrons
- 4) Live Entertainment
- 5) Lodging
- 6) Hawkers/Peddlers
- 7) Alcohol
- 8) Peddlers Street License (Limo/Car Service)
- 9) Sunday Licenses for (Live Entertainment, Amusement, & Dancing)/Hawkers
- 10) Soil Removal

-No license will be given, or permit shall be issued until the premises are inspected and the responsible office has signed off. The applicant is responsible to schedule the appointments with the following offices:

Building 508-473-2679

Board of Health 508-634-2656

Fire Department 508-473-5330

'-No Permit shall be issued to any party who owes more than 1 years' worth of taxes to the town until taxes are brought current. **508-473-6410**

-The Board of Assessors will need to be contacted to file a form of list for taxation purposes, otherwise business assets will be estimated. **508-473-2738**

Fee Schedules

-For Food Establishments

New Food Service Permits or Food Service Permit Renewals on an annual basis as follows:

1. Permit for an Establishment up to 75 seats = \$100.00
2. Permit for an Establishment over 75 seats = \$200.00
3. A Temporary Food Permit Service for Special Events not to exceed 7 days = \$50.00
4. Residential Kitchen Permit = \$100.00
5. Retail Food Stores = \$75.00
6. Frozen Dessert Machine (Rental) = \$20.00
7. Bakery Establishment = \$50.00
8. Mobil Food Units/Pushcarts = \$50.00
9. Manufacturing or Bottling of Non-Alcoholic Beverages = \$100.00

These fees provide the following services:

- (1) Issuance or renewal of a food permit
- (2) Minimum of (2) inspections per year

-Other Board of Health Fees:

- 1) Housing Inspection = \$35.00
- 2) Vendor Payment/Re-Inspection = \$35.00
- 3) Tobacco permits - \$50.00

-Selectmen's Fees

Common Vic \$25.00
Restaurant – All Alcohol \$1,200.00
Restaurant – Wine & Malt Regular \$1,000.00
General on Premises—All Alcohol \$1,200.00
General on Premises – Wine & Malt Regular \$1,000.00
Package Store Beer/Wine \$800.00
Package Store All Alcohol \$1,000.00
Mon-Sat Live Entertainment \$25.00
Mon-Sat Dancing by Patrons \$25.00
Mon-Sat Amusement Device \$20.00 each
Sun Live Entertainment before 1pm \$25.00
Sun. Dancing by Patrons before 1pm \$50.00
Sun Live Entertainment after 1pm \$25.00
Sun. Dancing by Patrons after 1pm \$25.00
Sun Amusement Device \$25.00 each
Class I \$100.00
Class II \$75.00
Lodging \$50.00
Yard Sale \$5.00
Weekday License \$25.00
Peddlers/Hawkers \$50.00
Street License \$25.00