



RULES AND REGULATIONS CLUBS AND FUNCTION HALLS ASSOCIATED WITH CLUBS

1. Hours for sale of alcoholic beverages:
 - a. Monday through Saturday 11:00 a.m. to 12:30 AM
 - b. Sundays 12:00 noon to 12:00 AM
 - c. Hours of service maybe extended through a special application to Commission
 - d. No sales of alcoholic beverages shall be made on Christmas Day before 12:00 noon (amended 11/20/2014).
 - e. No child twelve (12) years old or under is allowed in the club area during the sale of alcoholic beverages except during special occasions conducted by the organization.
2. All tables shall be cleared of alcoholic beverages and member/guests shall leave within one half hour after legal hour of sale of same.
3. The licensed premise shall be open to inspection to authorized agents of the Commission and/or Woburn Police Department, Fire Department, and the Board of Health during hours of operation.
4. A current list of members and/or guests shall be open to inspection during serving hours to authorized agents of the Commission and/or Woburn Police Department.
5. No member, guest or employee shall be served alcoholic beverages after the legal hour for the sale of same has ended.
6. No alcoholic beverages may be taken from the licensed premises, and no alcoholic beverages, other than stock, may be brought into the licensed premises.
7. All guests, other than those attending a function, shall be signed in by a member. The bartender or manager shall refuse to serve any person other than a member or a guest of member in the company of said member, and no guest shall be on the premises unless the member who signed him/her in is also on the premises.
8. All functions must be sponsored by a member, and no person shall attend any function except upon the invitation of the member.
9. The manager, bartender, or server shall refuse to serve any patron under the age of twenty-one (21). In accordance with M.G.L. c.138, §34B, valid forms of identification are:
 - a. A Massachusetts Driver's license;
 - b. A Massachusetts Identification card;

- c. A Passport issued by the United States or a country recognized by the United States;
 - d. A Passport Issued by the United States or a government that is officially recognized by the United States;
 - e. A Passport Card for a Passport issued by the United States; and
 - f. A Military Identification Card.
10. The bartender or manager shall refuse service to a member or guest who is intoxicated or approaching a condition of “under the influence.”
11. Each licensee hereunder acting by and through its Board of Directors or other governing body shall appoint a manager or bartender who is of good moral character and a responsible person. The manager or bartender will be in charge during open hours acting for and on behalf of the Board of Directors or other governing Board. Acting for and on behalf of the Board of Directors the manager or bartender shall be responsible for the conduct of the members and guests, accountable for keeping order and the prevention of undue noise and disturbances on the licensed premises, including the parking areas, and the neighborhood.
12. The licensee shall not keep for sale or sell alcoholic beverages in any part of the premises not specified on the license.
13. The licensed premises must be well lit at all times.
14. There shall be no indecent or immoral entertainment on the licensed premises.
15. Bona fide employees of the licensed establishment may remain upon or enter upon the licensed premises, outside of the regular hours of operation while actually engaged in cleaning, opening, closing, or preparing for the next day's business, but they may not dispense or consume any alcoholic beverage on the licensed premises during such non-public hours; nor may they remain upon the premises outside of the regular hours of operation any longer than necessary to complete their work.
16. The license is subject to suspension, revocation or forfeiture for breach of any of its conditions, regulations of the License Commission, or any law of the Commonwealth of Massachusetts or the City of Woburn.
17. The license will not be issued until the licensed premises has passed a yearly inspection of the Police Department, Fire Department, Building Inspector, and Board of Health.
18. All licenses to serve alcohol shall be posted in a conspicuous location within the licensed premises together with a copy of the Rules and Regulations of the Woburn License Commission.
19. Alcoholic Beverage Control Commission informational signs shall be posted in a conspicuous location within the licensed premises.
20. These rules and regulations may be superseded by rules and regulations adopted by Massachusetts Alcohol Beverage Control Commission
21. Annual license fee shall be \$100.00 per year.

22. The Commission shall have the authority to impose specific conditions on any license, which conditions, if more stringent than these Rules and Regulations, shall control.

WOBURN LICENSE COMMISSION

Paul A. Medeiros, Chairman

David I. Gilgun, Member

Thomas M. Skeffington, Member

Approved: September 15, 2016 effective January 1, 2017