Date:

Dear Proprietor:

Pursuant to Chapter 85 of the Code of the Incorporated Village of Port Jefferson, you are required to have a Special Operating license as follows:

§85-8 License required

1. No person shall conduct or engage in any of the following trades or occupations unless such person shall have obtained previously a special license therefore, for which the fee shall be as hereinafter specified:

   A. Running a restaurant, eating place or similar place for the sale for consumption on the premises of alcoholic beverages.

   B. Public exhibitions of any kind or places of amusement.

   C. Places for the giving of performance or entertainment of any kind, including dancing, singing or dramatic plays, or places in which mechanically operated amusement devices are maintained.

   D. Dance halls, cabarets or places in which dancing is an incidental use or activity.

This license is effective for one year starting January 1st and expiring December 31st each year.

Please (re) apply for said license by completing the enclosed application and return it together with the required fee of $250.00 + any additional fees for special licenses as reflected in §85-11 fee table payable to THE VILLAGE OF PORT JEFFERSON

Attention: Lee Brett, Fire Marshal.

Sincerely,

Lee Brett, Fire Marshal

LB/cs
Enclosures
Fee Amount: $  

Combined fee for all such activities shall be due.

1. If more than one of the above described activities takes place on the same premises, then a surcharge of 2% of the total gross revenue shall be due.
2. If the premises are used for more than 90 days in any calendar year, a surcharge of 2% of the total gross revenue shall be due.
3. If the premises are used for more than 180 days in any calendar year, a surcharge of 5% of the total gross revenue shall be due.
4. If the premises are used for more than 270 days in any calendar year, a surcharge of 10% of the total gross revenue shall be due.
5. If the premises are used for more than 360 days in any calendar year, a surcharge of 20% of the total gross revenue shall be due.

§2-11 Fees: The fee for the special license provided for shall be as follows:

N / A

Have there been any changes or additions to the business or building in the last twelve (12) months?

Number of Weeks Included:

Name of Building Owner (Company):

Location of Premises:

Hours of Operation:

Days of Operation:

Mailing Address:

Phone:

Building Owner Name:

Premises owned, leased or rented (circle one):

Accessory Uses:

Principal Use:

Business Owner Name:

Business Premises Address:

Business Premises Phone:

Tax ID No.:

Name of Business:


Pursuant to Chapter 85 and 139 of the Port Jefferson Village Code

SPECIAL LICENSE (when applicable)

APPLICATION FOR OPERATING LICENSE AND
TO BE COMPLETED BY FIRE INSPECTOR

NOTE: This application must be completed for each and every assembly space/room within the business.

(Needy Public)

Subscribed and sworn to me this day of __________, 20__

DATE

SIGN

PRINT NAME

I, the undersigned owner, understand that I (or my manager on duty) am responsible for ensuring that the

Premises Permit Occupancy

Cross Square Footage of Occupancy Space:

ADDITIONAL TO APPLICATION FOR

Money Order

Subscribed and sworn to me this day of __________, 20__

DATE

SIGN

PRINT NAME

ANY CHARGE IN THE USE, OCCUPANCY OR OWNERSHIP OF PREMISES SHALL REQUIRE A NEW LICENSE / PERMIT!

This License/Permit does not take the place of any license required by law and is not transferrable.

This Application and any license / permit issued are pursuant to the

P.O. Box (631) 473-4744 Fax (631) 473-2049
55 North Commack Road, Port Jefferson, NY 11777
Incorporated Village of Port Jefferson