



Office of the Township Clerk | Township of Montclair
 205 Claremont Avenue | Montclair, New Jersey 07042
 Telephone: 973-509-4900 | Fax: 973-509-0874
 Email: licenses@montclairnjusa.org

APPLICATION FOR AMUSEMENT BUSINESS LICENSE

Completed applications shall be returned to the Office of the Township Clerk. This application must be reviewed by the Police Chief and Township Manager. There will be fees due and payable to the Township of Montclair pursuant to Township Code §78-11 upon issuance of the amusement business license by the Township Clerk. No portion of the fee shall be prorated for any part of the year. The Township Manager may, in his or her discretion, upon application, authorize the Township Clerk to issue a license for any amusement business without the payment of the license fee prescribed in §78-11 if the whole net proceeds of the activity are to be devoted to a local organization exclusively engaged in charitable or benevolent activities. Proof of nonprofit status must be submitted by nonprofit organizations with the application. Any of the following is acceptable evidence of nonprofit status: (a) a copy of a currently valid IRS tax exemption certificate;(b) a certified copy of the organization’s certificate of incorporation or similar document that clearly establishes nonprofit status; (c) any of the above proof for a State or national parent organization and a statement signed by the parent organization that the applicant organization is a local nonprofit affiliate. A license issued under this chapter shall not be transferable. Separate licenses shall be issued for each license type listed below.

Type of License	Fee
1. Bowling alleys, per year for each bowling alley	\$25.00 ¹
2. Cabaret entertainments, per year	\$300.00
3. Circuses, per day	\$150.00
4. Concerts, per day	\$5.00 ¹
5. Dance halls, per year	\$300.00
6. Entertainments in any place where food and drink are served, per year	\$300.00
7. Exhibitions, per day	\$5.00 ¹
8. Merry-go-rounds, per year	\$50.00
9. Miniature car racing, slot car racing, slot track centers and model CSR raceways	
• For each track assembly containing 4 or fewer slot tracks, per year	\$25.00
• For each track assembly containing more than 4 slot tracks, per year	\$35.00
10. Motion-picture theaters or exhibitions	
• For each theater or exhibition, per year	\$500.00
• For each additional theater or exhibition at the same address or within the same building, per year	\$350.00
11. Plays, per day	\$5.00 ¹
12. Pool and billiard rooms, per year, for each pool or billiard table	\$10.00 ¹
13. Skating rinks, per year	\$250.00
14. Street amusements or street exhibitions, per year	\$50.00
15. Theatrical performances, per year	\$250.00
16. Traveling and other shows, per day	\$100.00

¹ In the case of bowling alleys and pool and billiard rooms conducted for nonprofit purposes, and in the case of concerts, exhibitions and plays conducted for charitable or local nonprofit purposes, no fee shall be charged for a license.



Office of the Township Clerk | Township of Montclair
 205 Claremont Avenue | Montclair, New Jersey 07042
 Telephone: 973-509-4900 | Fax: 973-509-0874
 Email: licenses@montclairnjusa.org

Clerk's Office Use Only	
License Nos.:	_____
License Nos.:	_____
Fees Due:	_____ [] Paid
Staff Initials/Date:	_____

APPLICATION FOR AMUSEMENT BUSINESS LICENSE

SECTION 1. APPLICANT INFORMATION

Business Name: _____
 Business Address: _____
 Full Name of Owner: _____
 Phone Number: _____ E-Mail: _____

SECTION 2. NATURE OF BUSINESS, LICENSE TYPE, AND DURATION

Every license issued shall remain in force and valid for a period of one year unless otherwise indicated. In the case of cabaret entertainments and entertainments in any place where food and drink are served, the applicant shall file a copy of its certificate of inspection from the Fire Department with the Township Clerk.

Category A:

- Circus for _____ day(s)
- Concert(s) for _____ day(s)
- Exhibition(s) for _____ day(s)
- Merry-Go-Round
- Miniature Car Racing, Slot Car Racing,
Slot Track Centers/Model CSR Raceways
Number of track assemblies: _____
- Motion-Picture Exhibitions
- Play (Drama) for _____ day(s)
- Skating Rink
- Street Amusements or Street Exhibitions
- Theatrical Performances
- Traveling Shows for _____ day(s)

Category B:

- Cabaret Entertainments
 - Entertainments in any place where food
and drink are served
- Type of food and/or drink service: _____

Category C:

- Bowling Alley
Number of bowling alleys: _____
- Pool and Billiard Rooms
Number of pool or billiard tables: _____

Category D: Dance Hall

SECTION 2A. EVENT DATE(S) FOR CATEGORY A BUSINESS LICENSE(S)

Applications submitted for Category A licenses charged by day shall set forth below the dates which the amusement business will take place.

Not Applicable (*application is for an annual license term*)

Date: _____ Location: _____ Hours: _____
 Date: _____ Location: _____ Hours: _____
 Date: _____ Location: _____ Hours: _____

Additional date(s) and/or location(s)? No Yes *If yes, please attach event schedule*

SECTION 3. PLACE, PREMISES, AND LOCATION INFORMATION

Location where business will be conducted: _____

Description of the building, if any, or of the nature of the structure or conveyance in or upon which the business will be conducted or carried on: _____



Office of the Township Clerk | Township of Montclair
 205 Claremont Avenue | Montclair, New Jersey 07042
 Telephone: 973-509-4900 | Fax: 973-509-0874
 Email: licenses@montclairnjusa.org

SECTION 3. PLACE, PREMISES, AND LOCATION INFORMATION (continued)

Will business take place inside of a building? [] No [] Yes *If Yes, you **must** attach a detailed sketch of the premises and a statement that the building complies with all requirements of the Building Code, Health Code, Zoning Ordinance and all other ordinances and laws applicable thereto.*

SECTION 4. VEHICLE INFORMATION

Will business be conducted in a conveyance or vehicle of any sort? [] No [] Yes *If Yes, you **must** attach proof that the vehicle is in a good mechanical and safe working condition (i.e., valid registration and inspection), and satisfactory evidence that the applicant carries public liability insurance covering injuries or damage to any person arising out of or causally related to the operation of the business or the entertainment features of the business, of not less than \$25,000.*

SECTION 5. INSURANCE INFORMATION

Certificate of general liability insurance shall be submitted with the completed application.

Liability Ins. Co.: _____

Policy No.: _____ Expiration Date: _____

SECTION 6. AGREEMENT AND CERTIFICATION

I am the applicant or an authorized agent of the applicant listed in Section 1 of this application. Applicant agrees to abide by all the requirements of Montclair Code §78 Amusement Business Licensing and of any amendments thereof and supplements thereto. Applicant is responsible for submitting written documentation to the Township Clerk of any changes of information provided in connection with this application occurring after the issuance of a license, within three days after such change.

I certify that the foregoing statements made by me are true and correct. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to punishment. I understand that any false or incomplete information provided by me relative to this application may be considered cause to either deny the requested license or revoke the license if granted.

Full Name: _____

Signature: _____ Date: _____

***** FOR OFFICIAL USE ONLY – DO NOT WRITE BELOW THIS LINE *****

Police officer required: No Yes If yes, reason: Street closure/traffic control Stunts/firearms Other (see comments below)

	APPROVED	SIGNATURE (include name if designee)	DATE	COMMENTS
Police Chief or designee	[] Yes [] No			
Township Manager or designee	[] Yes [] No			
Staff member issuing license (Clerk's Office)	License No.	Issue Date	Distribution (copy of license)	Staff initials
			[] Police [] Fire [] Parking [] Building [] Health [] Zoning	