

Lowell Board of Assessors

ADDRESS VERIFIED _____
INITIALS _____
AOA ON FILE _____

LICENSE COMMISSION

The following information must be supplied for each parcel when submitting a request to the Lowell Board of Assessors for a Certified List of Abutters.

SUBJECT PROPERTY: _____
Must provide the "legal" property address

HAS THE SUBJECT PROPERTY BEEN SUBDIVIDED, REVISED, OR A PLAN BEEN RECORDED IN THE PAST 12 MONTHS? YES NO IF YES, DATE RECORDED: _____

PROPERTY OWNER: _____

DIRECT & ABUTTERS ACROSS: _____ FULL "ALL" LIQUOR LICENSE 500 FT _____

Reason for the Abutters letter: **YOU MUST SPECIFY WHY THIS LIST IS REQUIRED:**

- Have you checked with the License Commission to follow their guidelines
- Provide a contact person and phone number. This person will be contacted upon Completion of the list.
- The cost is \$30.00 per address/location (subject property)

PLEASE NOTE: The Assessors' Office has up to ten (10) days to process an abutters' letter. Requests that are submitted the week of the deadline are not guaranteed to make the deadline so please plan accordingly.

CONTACT PERSON: _____
PHONE NUMBER: _____
SUBMITTAL DEADLINE FOR LICENSE COMMISSION: _____

OFFICE USE ONLY	
PAYMENT REC'D _____	INITIALS _____
DATE NOTIFIED COMPLETE _____	

Payment Stamp