



LIQUOR

CHANGE OF MANAGER

ABCC REQUIREMENTS:

These forms are available on the ABCC website: www.mass.gov/abcc or by clicking the links below:

1. Visit the ABCC website www.mass.gov/abcc for the [Change of Manager Application](#) and list of required documents.
2. [Monetary Transmittal Form](#) with \$200 fee – As of November 19, 2017, the **ABCC will no longer accept paper checks as payment for applications & permits.** Payments must be made **online** by using either a personal or business check (ACH). Once your online payment is completed, you must print the confirmation receipt and then include that receipt with your application to the Local License Authority (Town of Walpole)

TOWN OF WALPOLE REQUIREMENTS:

1. **Completed online application via Viewpoint Portal:**
<https://walpolema.viewpointcloud.com/categories/1080/record-types/1006589>
2. **\$100.00** paid online or check made payable to the **Town of Walpole**
3. TIPS Certification
4. [Worker's Compensation](#) is to be filled out and a copy of Worker's Compensation Policy.

Please note that the ABCC will NOT accept hand written documents and the Selectmen's Office will only accept complete applications