



**City of Lynn, Commonwealth of Massachusetts**  
**APPLICATION ~~ NEW FILING ~~**  
**LODGING HOUSE LICENSE**

Please list your business information: (Please print all information)

Name of Lodging House (if any) \_\_\_\_\_  
 Address of Lodging House \_\_\_\_\_  
 Number of Floors \_\_\_\_\_ Number of Letting Rooms \_\_\_\_\_  
 Number Of Lodgers That May Be Accommodated \_\_\_\_\_

**APPLICANT'S INFORMATION:**

Owner's Name (Please Print) \_\_\_\_\_  
 Owner's Street Address \_\_\_\_\_  
 Owner's City, State, Zip \_\_\_\_\_  
 Owner's Telephone Number \_\_\_\_\_  
 Owner's E-Mail Address \_\_\_\_\_

OWNER'S SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

\*The License applied for, if Granted cannot be Sold, Transferred or Surrendered without the authority of the License Commission

\*Operating without a license punishable by a fine of not less than one hundred (\$100.00) nor more than five hundred (\$500.00) dollars or by imprisonment for not more than three months, or both. (M.G.L. Chapter 140, Section 24).

Building Department Signature: \_\_\_\_\_ Exp. \_\_\_\_\_ Cert. # \_\_\_\_\_

Fire Department Signature: \_\_\_\_\_ Exp. \_\_\_\_\_ Cert. # \_\_\_\_\_

Health Department Signature: \_\_\_\_\_ Exp. \_\_\_\_\_ Cert. # \_\_\_\_\_

*\*Please attach copies of certificates to application.*

**OFFICE USE ONLY**

Personal & Property Taxes Paid with Workman's Compensation Information.  
 \$50.00 Fee Paid  
 Certificates Attached to Application From Following Departments: Building, Fire, and Health  
 Licensing Commission Approval      Hearing Date: \_\_\_\_\_

Paid by:  Cash       Check

**Clerk's Initials:** \_\_\_\_\_



# City of Lynn, Commonwealth of Massachusetts

## RENEWAL APPLICATION LODGING HOUSE LICENSE

Please list your business information: (Please print all information)

Name of Lodging House (if any) \_\_\_\_\_

Address of Lodging House \_\_\_\_\_

Number of Floors \_\_\_\_\_ Number of Letting Rooms \_\_\_\_\_

Number Of Lodgers That May Be Accommodated \_\_\_\_\_

**APPLICANT'S INFORMATION:**

Owner's Name (Please Print) \_\_\_\_\_

Owner's Street Address \_\_\_\_\_

Owner's City, State, Zip \_\_\_\_\_

Owner's Telephone Number \_\_\_\_\_

Owner's E-Mail Address \_\_\_\_\_

Please check box if there are no changes to Workman's Compensation Information on File.

\_\_\_\_\_  
OWNER'S SIGNATURE DATE

\*The License applied for, if Granted cannot be Sold, Transferred or Surrendered without the authority of the License Commission  
 \*Operating without a license punishable by a fine of not less than one hundred (\$100.00) nor more than five hundred (\$500.00) dollars or by imprisonment for not more than three months, or both. (M.G.L. Chapter 140, Section 24).

Building Department Signature: \_\_\_\_\_ Exp. \_\_\_\_\_ Cert. # \_\_\_\_\_

Fire Department Signature: \_\_\_\_\_ Exp. \_\_\_\_\_ Cert. # \_\_\_\_\_

Health Department Signature: \_\_\_\_\_ Exp. \_\_\_\_\_ Cert. # \_\_\_\_\_

*\*Please attach copies of certificates to application.*

### OFFICE USE ONLY

Personal & Property Taxes Paid

No Change In Workman's Compensation Information.

\$50.00 Fee Paid

Certificates Attached to Application From Following Departments: Building, Fire, and Health

Licensing Commission Approval Hearing Date: \_\_\_\_\_

Paid by:  Cash  Check  
**Clerk's Initials:** \_\_\_\_\_

# **INSTRUCTIONS FOR LODGING HOUSE LICENSE**

A license must be obtained before operating the above businesses. The license is valid from the date of issue through December 31<sup>st</sup> annually.

## **Steps to complete for License:**

1. Application completed with # of floors, rooms and lodgers
2. Fee for each is \$50.00 (new and renewed)
3. Worker's Comp Insurance Form and Property Tax Form
4. Certificates from ISD, Fire and Health
5. Licensing Board Approval needed

## **For New Applicants OR Applicants with New Locations:**

1. Contact Inspectional Services Department (Room 401) to make sure location does not need a Special Permit and is an allowed use.

## GENERAL ACTS 1918, CHAPTER 259.

### An Act to Provide for the Licensing, Inspection and Regulation of Hotels and Private Lodging Houses

SECTION 1. No person shall conduct a "lodging house" except as hereinafter provided, unless such person has secured a license issued under the provisions of this act. The term "lodging house" shall not be deemed to include a house where lodgings are let to less than *four* lodgers, nor to the dormitories of charitable, educational or philanthropic institutions. The term "lodger" shall not be deemed to include persons within the second degree of kindred to the person conducting a lodging house.

SECTION 2. Licenses under this act may be issued by the same persons issuing innkeepers' and common victuallers' licenses, as provided in section two of chapter one hundred and two of the Revised Laws, as amended by chapter three hundred and eighty-three of the acts of nineteen hundred and ten and shall be for the same period provided in section four of chapter one hundred and two of the Revised Laws. All innkeepers' licenses issued after the passage of this act shall be expressed to be subject to the provisions of this act.

SECTION 3. Premises occupied, used or controlled by a license under this act or under an innkeeper's license shall be subject to inspection by the licensing authority and its authorized agents, and by the police on request from the licensing authority.

SECTION 4. No person licensed as a lodging house keeper under this act or as innkeeper, and no person in actual charge, management or control of the premises for which the license is issued, shall knowingly permit the premises under his control to be used for the purpose of immoral solicitation, immoral bargaining or immoral conduct. Evidence that a room in a hotel or lodging house was not actually used for immoral conduct shall not prevent a conviction under this section of a person in actual charge, control or management of the premises, who permits the occupation of such a room knowing or having good reason to know that the parties occupying such room intended to use it for immoral solicitation, immoral bargaining or immoral conduct. Where it is required that registers be kept, as hereinafter provided in this act, evidence that the person in actual charge, control or management of the premises, has knowingly permitted the occupation of a private room of less than four hundred square feet floor area containing a bed or couch by the same woman on different occasions within a period of thirty days with different men, or by the same man on different occasions within a period of thirty days with different women, shall be prima facie evidence of a violation of this section.

SECTION 5. Every innkeeper and lodging house keeper required so to do under this act, shall keep or cause to be kept in permanent form, a register in which shall be recorded the true name or name in ordinary use and the residence of every person engaging or occupying a private room or rooms averaging less than four hundred square feet floor area per room, excepting a private dining room not containing a bed or couch, or opening into a room containing a bed or couch for any period of the day or night in any part of the premises controlled by the licensee, together with a true and accurate record of the room or rooms assigned to such person or persons and of the day and hour when such room is assigned. The entry of the names of the person engaging a room or rooms and of the occupants of said room or rooms shall be made by said person engaging or by an occupant of said room or rooms. Until the entry of such name or names and record of the room or rooms has been made, such person or persons shall not be allowed to occupy privately any room or rooms upon the licensed premises. Such register shall be retained by the holder of the license for a period of at least one year after the date of the last entry therein and shall be open to the inspection of the licensing authorities, their agents and the police.

SECTION 6. No person shall write or cause to be written, or if in charge of a register knowingly permit to be written, in any register in any lodging house or hotel any other or different name or designation than the true name or name in ordinary use of the person registering or causing himself to be registered therein. Nor shall any person occupying such room or rooms fail to register or fail to cause himself to be registered. Any person violating any provision of this section shall be punished by a fine of not less than ten dollars (\$10.00) nor more than twenty-five dollars (\$25.00) for each offence.

SECTION 7. No person conducting a lodging house shall be required to keep a register, as provided in section five, until such person has received an order to keep such a register from the licensing authority defined in section two. Said licensing authority on its own initiative may issue such order and shall issue such order upon a written affidavit signed by a commissioned officer in the United States army or navy, or a police officer, stating that the affiant knows or believes such lodging house is being used for immoral solicitations, immoral bargaining or immoral conduct, and upon the receipt of such affidavit, the licensing board shall issue an order that the person conducting such lodging house keep a register and within one day thereafter said person shall keep a register.

SECTION 8. Any person who violates any provision of this act, excepting sections four and six shall, upon conviction thereof, be punished by a fine of not less than one hundred dollars (\$100.00) nor more than five hundred dollars (\$500.00), or by imprisonment for not more than ninety days, for each offence, or by both such fine and imprisonment. Violation of section four shall be punished by a fine of not less than five hundred dollars (\$500.00) nor more than one thousand dollars (\$1,000.00), or by imprisonment for not less than six months nor more than one year, for each offence, or by both such fine and imprisonment.

SECTION 9. A license issued under the provisions of this act or an innkeeper's license, shall be revoked if at any time the licensing authority shall be satisfied that the licensee is unfit to hold the license. It shall also have the right to suspend and make inoperative for such period of time as it may deem proper all the aforesaid licenses mentioned herein for any cause deemed satisfactory to it. The revocation and suspension shall not be made until after investigation and a hearing, or after giving the licensee an opportunity to be heard, notice of which shall be left at the premises of the licensee not less than three days before the time set for the hearing. The licensing authority, as designated in this act, is hereby specifically charged with the duty of enforcing its provisions and of prosecuting all offenders against the same.

SECTION 10. All licensed inholders and all licensees under this act shall post in a conspicuous place near the register, if required, a notice to be furnished by the licensing authority containing the provisions of this act relating to the entry of names and residences in the register, together with the penalties herein provided for their violation.

SECTION 11. The clerk of a court in which any person is convicted of a violation of any provision hereof shall forthwith send a copy of the record of the conviction to the licensing authority in the city or town where the offence occurred.

SECTION 12. This act shall take effect on the first day of August in the year nineteen hundred and eighteen.  
Approved May 29, 1918.

Every lodging house keeper in the City of Lynn be and hereby is required in accordance with the provisions of Section 28 of Chapter 140 of the General Laws, to keep a register, in permanent form, in which shall be recorded the true name or name in ordinary use and residence of every person engaging or occupying a private room, for any period of the day or night, in any part of the premises controlled by such lodging house keeper, together with the true and accurate record of the room assigned to such person and of the day and hour when such room is assigned. The entry of the names of the person engaging a room and of the occupants of said room shall be made by said person engaging said room or by the occupant thereof, and until the entry of such name and the record of the room has been made no person shall be allowed to occupy privately, any room in said lodging house.