

PERMIT FEE SCHEDULE

Type of Permit	Permit Fee	Inspection Status	Department
Auctioneer Permit	\$25/Day	No Inspection	City Clerk
Raffle & Bazaar License	\$10/Year from date of issuance	No Inspection	City Clerk
Parks Fees	<p>\$65/Hour / per one Parks Staff Member and/or Parks Electrician</p> <p>*Minimum of 4 hours / per event / per day (\$260 minimum charge)</p> <p>\$260 deposit for use of Park for a Special Event</p> <p>\$400 trash removal/disposal fee</p> <p>\$1,040 Parks Portable Stage fee for the delivery, setup, breakdown, pickup and transportation of Parks Stage</p>	No Inspection	Department of Parks, Recreation & Cemetery
Street Closure / Obstruction Permit	Fee Waived	Pre and Post Inspection Required	Department of Public Works Engineering Division
Parking Signage	Fee Waived	No Inspection	Department of Transportation & Mobility
Event Garage / Lot Rentals	<p>\$500 Municipal Lot</p> <p>\$500 Municipal Garage per Level</p>	No Inspection	Department of Transportation & Mobility
Temporary Building Permit	Fee Waived	City and State Inspection Required	Inspectional Services
Temporary Permit to Practice Body Art	Fee Waived	Inspection Required	Inspectional Services
Electrical Permit	Fee Waived	Inspection Required	Inspectional Services
Food Permit	<p>\$0 Farm Stand (Defined by the State as: Unprocessed fruits and vegetables, eggs, honey and maple syrup)</p> <p>Seasonal (Semi-Annual) (May include pie, cakes, cookies, breads etc.)</p>	Inspection Required	Inspectional Services

	\$50 Farmers' Market with Food Preparation (Annual)		
Temporary Food Permit or Mobile Food Permit	\$60/Permit	Inspection Required	Inspectional Services
Food Truck/Trailer Inspection Permit	Fee Waived, embedded in Temporary Food Permit	Inspection Required	Fire Prevention
Food Permit (Bundle)* *(Bundle rate eligible to non-profits at discretion of Inspectional Services)	\$150—1-12 Vendors \$300—13-24 Vendors \$500—25+ Vendors	Inspection Required	Inspectional Services
Entertainment License	No fee Monday through Saturday, \$50 to City of Worcester and \$100 to Commonwealth of MA on Sundays	No Inspection	License Commission
Liquor License	\$100 per day	No Inspection	License Commission
Hawkers and Peddlers Permit	\$62	Inspection Required	Police Department
Police Detail	\$60/hour per officer with a 4 Hour Minimum	No inspection required	Police Department
Fireworks Permit	Fee Waived	Day before and day of event inspection	Fire Prevention
Propane Storage	Fee Waived	Day before and day of event inspection	Fire Prevention
Fire Detail	Detail rate is 1.5 times staff members normal rate, 4 hours minimum, up to 8 hours	No Inspection Required	Fire Prevention
Flame Effects	Fee Waived	Inspection Required	Fire Prevention
Public Facilities Staff	\$60 / Hour / Staff member		Public Facilities
City Hall Restroom Access	\$56.25/Hour After 5PM (Mon.-Fri.) and After 8AM (Weekends) \$100.00/Hour Prior to 8AM (7 days a week)		Public Facilities

CONTACT INFORMATION

For your reference, the following is a list of contacts you may need to acquire all necessary permitting for your event. For the Special Event Committee, please contact specialevents@worcesterma.gov.

Executive Office of Diversity Equity and Inclusion

51 Sever St. Third Floor
Worcester, MA, 01609
Phone: (508) 799-1995
EODEI@worcesterma.gov

Cultural Development Department

455 Main Street, Room 409
Worcester, MA, 01608
Phone: (508) 799-1400
Fax: (508) 799-1406
culture@worcesterma.gov

Department of Public Facilities

50 Officer Manny Familia Way,
Room 101
Worcester, MA 01605
Phone: (508) 799-8588
publicfacilities@worcesterma.gov

Department of Public Works

20 East Worcester Street
Worcester, MA, 01604
Phone: (508) 799-1300
Fax: (508)-799-1448
dpw@worcesterma.gov

Department of Public Works Engineering Division

20 East Worcester Street
Worcester, MA, 01604
Phone: (508) 929-1450
DPWpermits@worcesterma.gov

Department of Transportation and Mobility

76 East Worcester Street
Worcester, MA 01606
Phone: (508) – 929-1300
mobility@worcesterma.gov

Division of Emergency Communication

2 Coppage Drive
Worcester, MA, 01603
Phone: (508) 799-1400
Fax: (508) 799-1406
communications@worcesterma.gov

Division of Emergency Management

2 Coppage Drive
Worcester, MA, 01603
Phone: (508) 799-1840
Fax: (508) 799-1389
emergencymgt@worcesterma.gov

License Commission

25 Meade Street, Room 205
Worcester, MA 01610
Phone: (508) 799-1198 ext. 33009
Fax: (508) 799-1406
license@worcesterma.gov

Inspectional Services Department

25 Meade Street
Worcester MA, 01610
Phone, Food inquiries: (508)-799-
1198 ext. 33030
Phone, Portable Toilets/Housing
inquiries: (508)-799-1198 ext.
33012
Fax: (508) 799-8544
inspections@worcesterma.gov

Office of the City Manager

455 Main Street, Room 306
Worcester, MA, 01608
Phone: (508) 799-1175
Fax: (508) 799-1208
CityManager@worcesterma.gov

Department of Parks, Recreation & Cemetery

50 Officer Manny Familia Way
Worcester, MA, 01605
Phone: (508) 799-1190
Fax: (508) 799-1293
parks@worcesterma.gov

Public Health Department

25 Meade Street
Worcester, MA, 01610
Phone: (508) 799-8531
Fax: (508) 799-8572
health@worcesterma.gov

Worcester Police Department

9-11 Lincoln Square
Worcester, MA, 01608
Phone: (508) 799-8600
Fax: (508) 799-8680
wpd@worcesterma.gov

Worcester Fire Prevention

25 Meade Street, Room 100
Worcester, MA, 01610
Phone: (508) 799-1822 ext.
33100
Prevention@worcesterma.gov

City Clerk

455 Main Street, Room 206
Worcester, MA, 01608
Phone: (508) 799 – 1121
Fax: (508) 799 – 1194
clerk@worcesterma.gov