

## Guidance for Permitting Off-campus Spaces for Temporary Institutional Uses

Application Requirements Institutions wishing to use off-campus spaces for de-densification purposes should submit a 2-3 page document with the following sections and addressing the topics listed in each section below. Applications must be submitted to Nupoor Monani (nupoor.monani@boston.gov) and will be accepted starting Monday, July 13th, 2020.

### Overall de-densification and isolation and quarantine strategy

- A narrative stating how off-campus occupancy helps the institution meet social distancing standards set forth by City/State/Federal public health guidance, and plans to isolate and quarantine members of the school community as necessary.
  - Emerson College is partnering with the W hotel to supplement our housing inventory. On our campus, we have converted triple-occupancy rooms to double-occupancy rooms to assist with meeting social distancing standards, which involves a reduction of about 118 student beds. Additionally, we have taken one of our residence halls, the Paramount, a 260-bed facility offline, so that rooms in that building can be converted for quarantine and isolation use. Those adjustments create a deficit of 378 beds. The W is prepared to provide 216 beds on 9 of their 11 floors for exclusively Emerson student use.

### Off-campus building/property information

- Address of building
  - 100 Stuart St. Boston, MA 02116
- Current use/s:
  - Hotel, Conference Center, Restaurant, attached to Condominiums
  - Currently, hotel, conference center, and restaurant are closed due to COVID-19
- Current occupancy
  - Hotel has 0 occupants
- Current license issued by the Board.
  - See attached
- Written consent from the owners and operators of the off-campus location (hotel, motel, lodging house, another institutional campus, etc.) supporting this temporary change of use.
  - See attached
- Brief description of abutting buildings/properties (residential, commercial, etc.)
  - Condominiums: residential
  - W Lounge: commercial
- Description of any auxiliary spaces within or outside the building intended to be used by the institution for non-residential functions (i.e. hotel conference rooms used as student lounges or classroom space, parking for campus police, restaurant or cafeteria space to be accessed by students, etc.)
  - Park Plaza Hotel: Avenue 34, Studios 1,2,3, to be repurposed to 3 classrooms
  - W Hotel: second floor conference rooms to be repurposed to 2 classrooms
  - Colonial Theatre space: one room to be repurposed to a classroom

### Proposed occupancy

- No. of beds/rooms being leased.
  - 216 Beds (208 residents, 8 Resident Assistants)
- Plans for use of space, including whether rooms will be used for well individuals or for isolation and quarantine.

- This will be a room assignment for the 2020-2021 academic year. Ill students will not knowingly be placed there, but if a student is believed to have come into contact with someone who has COVID-19 or becomes ill throughout the course of the year, they would remain in that space to isolate.
- Location of these beds/rooms within the structure.
  - Floors 5 - 14 (there is no 13th floor)
- Occupancy dates
  - August 24, 2020 - November 25, 2020
  - January 14, 2021 - May 10, 2021
- Move-in dates
  - August 25-27
- Configuration of space to be occupied, e.g.
  - Apartments or rooms.
    - Rooms
  - Proposed occupancy of each room/unit (e.g. single occupancy, triple occupancy)
    - Single and double occupancy
  - Configuration and proposed use of bathrooms.
    - Bathrooms are located in each room. Double-occupancy rooms will have two students sharing one bathroom, and single-occupancy rooms will have one student with exclusive access to their own bathroom.
  - Location of proposed occupancy within buildings (e.g. entire building, certain floors)
    - Floors 5 - 14 (there is no 13th floor)
  - Brief description of any interior changes to be made to the occupied spaces (i.e. furniture changes.)
    - Interior changes will be minimal. In the limited number of double-occupancy rooms, additional desk, wardrobe, and/or dresser will be added in.
  - Description of any other institutional needs for occupancy of the building.
    - Park Plaza Hotel: Avenue 34, Studios 1,2,3, to be repurposed to 3 classrooms
    - W Hotel: second floor conference rooms to be repurposed to 2 classrooms
    - Colonial Theatre space: one room to be repurposed to a classroom

### **Management and operations**

- Proposed presence of resident advisors or other university personnel.
  - 8 Resident Assistants will be assigned to live in the community. One professional Residence Director, will be responsible for supervising those RAs, and managing the community needs and accountability for the students living in the hotel. The Director of Housing and Residential Education will also meet regularly with hotel staff.
- Proposed rules regarding large gatherings or parties and a description of enforcement mechanisms.
  - Emerson is instituting a no-guest policy for all residential students (including those living in The W) for the incoming year. Any violation of this would result in these students being adjudicated through the community standards system.
- Prescribed path(s) of travel to campus, including any additional institution-provided services (i.e. shuttles) for these means.

- The W hotel is within close proximity to campus, so much so that it is physically closer to campus than some of Emerson's residence halls. Students will travel to and from on foot.
- Rules for when students will be required to wear face coverings in residence halls common spaces.
  - Students are required to wear a face-covering any time they are outside of their room.
- Protocols for daily cleaning and sanitizing of bathrooms and public spaces.
  - Students are expected to keep their spaces neat/tidy. The W cleaning staff will come in weekly to clean individual bathrooms. For all public spaces, The W has committed to hourly cleaning and sanitizing of all public spaces. Cleaning and sanitization frequency will increase during times of "heavy use".
- Security and operations plan addressing the presence of individuals under the age of twenty one (21) at the licensed premise and how to address potential consumption of alcoholic beverages provided under the licensee's respective alcoholic beverages license, how to prevent individuals under the age of twenty one (21) from bringing in outside alcoholic beverages onto the licensed premise, and how these individuals will be separated from the general patronage of the licensee.
  - The Resident Assistants will be responsible for doing rounds of the building regularly, and are typically on duty between 9pm-8am. They can be called at this time to address any alcohol-related incidents. Outside of these hours, we have an on-call staff member that can also be called to address these issues.

**Move-in/move-out process (please reference existing move-in/move-out procedures)**

- Planned testing protocols prior to, during, and after move-in.
  - Prior to Move In: All students will be recommended to take precautions during the two weeks prior to move-in from their home, including social distancing, frequent hand-washing, reducing contact with others, and wearing a face-covering.
  - During Move In: Students will arrive first to Tufts Medical Center to receive a COVID test and symptom check. If they are experiencing symptoms, they will proceed to the Respiratory Clinic to get a rapid test that should produce a positive/negative result in 4 hours. Students who are experiencing symptoms will be encouraged to travel home and not move in. However, if there are students who have no option to travel home, that student will be moved into Emerson College's isolation/quarantine housing. Students who are not experiencing symptoms and have completed the initial test will go to the hotel and move-in to their space. These students will stay in their assigned room for the next 24-48 hours pending the return of their COVID test
  - Throughout the semester/year: Students will be tested once per week by Tufts Medical Center. Additionally, students will be asked to perform daily symptom checks via a wellness app, and report any symptoms to Emerson College's Center for Health and wellness
- Management of vehicles and loading/unloading.
  - The W has a private access side-street that they have earmarked for move-in. Vehicles can unload items to carts, and carts can be brought up to student rooms from the loading dock on a freight elevator.
- Provision of carts for students to move belongings while minimizing trips.
  - Emerson College has a large number of moving carts in its inventory. Hotel move-in would have its own scheduled days to ensure there are a large amount of carts available.
- Protocols for entering the building and limiting crowding in common spaces.

- Students would enter through the front main entrance to the lobby. One elevator will be dedicated as an Emerson-only elevator, with a max capacity of 4. The other elevator will be turned on for Emerson use during high-traffic times. There will be signage indicating the amount of individuals permitted in a common space at any given time.
- Protocols for practicing social distancing including the requirement to wear face coverings, strategies to reduce foot traffic, and limit the number of family members that may enter these spaces.
  - Move-in times will be assigned, all individuals will be required to wear a face covering, and each student is allowed a maximum of 1 individual to assist them for move-in. That 1 individual will have to be registered in advance, and is permitted to stay a maximum of 2 hours.

July 31, 2020

W Hotel Boston  
100 Stuart Street  
Boston, MA 02116

Erik Muurisepp  
Assistant Vice President, Campus Life  
Division of Student Affairs  
Emerson College  
Boston, MA 02116

Re: Emerson College application for temporary space use in response to COVID-19 Health Emergency

Dear Mr. Muurisepp,

This letter is to confirm that the owner and operator of the W Boston Hotel supports the temporary change of use proposed by Emerson College for this property. We consent to the short-term use of our hotel for student and staff housing, classroom and meeting space, and associated program uses, including mail distribution, staff workplace, furniture storage and laundry facilities beginning in August 2020.

Sincerely,

A handwritten signature in black ink, appearing to read "BCH", is written over the signature line.

Brian Chiamonte  
Director of Operations  
W Boston Hotel

Cc: Margaret Ings



**Boston Inspectional Services Department**  
**Building and Structures Division**

1010 Massachusetts Avenue Boston, MA 02118 Telephone: (617) 635-5300

Martin J. Walsh  
Mayor

Gary P. Moccia  
Inspector of Buildings

**CERTIFICATE OF USE AND OCCUPANCY**

Certificate # **COO531402**

Issued: **11/18/2015**

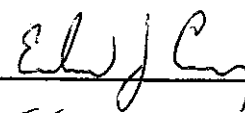
IN ACCORDANCE WITH THE PROVISIONS OF CHAPTER 802, ACTS OF 1972, AS AMENDED, TO WIT, SECTION 119.0, A CERTIFICATE OF USE AND OCCUPANCY IS ISSUED FOR THE BUILDING LOCATED AT:

**100 Stuart St**  
**Boston, MA 02116**  
**Ward: 05**

IN SUFFOLK COUNTY, COMMONWEALTH OF MASSACHUSETTS. THIS CERTIFIES THAT THE USE GROUP, THE FIRE GRADING, THE MAXIMUM LOAD AND THE OCCUPANCY LOAD COMPLIES WITH THE COMMONWEALTH OF MASSACHUSETTS STATE BUILDING CODE BY ISSUE OF PERMIT(S) LISTED BELOW BY THE INSPECTIONAL SERVICES COMMISSIONER OF THE CITY OF BOSTON, THE ALLOWED USE AND OCCUPANCY IS:

**Hotel, Assembly Hall, Retail, Theme Bar, Restaurant, Spa, Fitness Center, 123 Multi-Family Residential Condo & Storage. doc#alt220743**  
**Certificate of Occupancy for the Hotel Spa**  
**SF437191, issued: 1/6/15 & ALT439430, issued: 2/11/15**

ISSUANCE OF THIS CERTIFICATE INDICATES THERE ARE NO OUTSTANDING VIOLATIONS AGAINST THIS PROPERTY. ALL PRIOR CERTIFICATES OF USE AND OCCUPANCY FOR THIS STRUCTURE ARE NULL AND VOID.

  
\_\_\_\_\_  
Gary P. Moccia  
Inspector of Buildings



Martin J. Walsh  
Mayor

# Boston Inspectional Services Department

## Building and Structures Division

1010 Massachusetts Avenue Boston, MA 02118 Telephone: (617) 635-5300

### CERTIFICATE OF INSPECTION

Sean Lydon  
Inspector of Buildings

Issued in accordance with the provisions of Mass. Gen. Laws ch. 143 s. 1 et. seq., as amended.

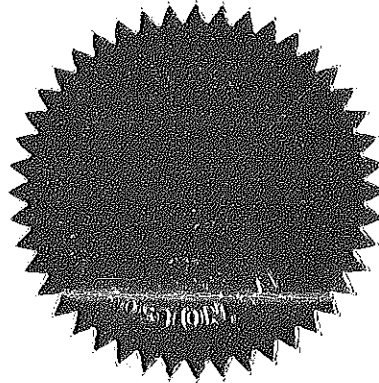
W Hotel  
W Hotel  
Matthew Solomon; Director of Finance  
100 Stuart Street  
Boston, Ma 02116  
(617)785-8787

W Hotel  
100 STUART ST  
BOSTON, MA 02116  
Ward 05

No: 73173

Issued: 11/15/2019  
Expires: 7/29/2020

| Occupancy             | Max Capacity | Breakdown                    |
|-----------------------|--------------|------------------------------|
| Great Room ABC        | 130 Persons  | Banquet Seating,             |
| Hotel                 | 235 Rooms    |                              |
| Lobby Bar             | 205 Persons  |                              |
| Meeting Room 1        | 279 Persons  |                              |
| Meeting Room 2        | 54 Persons   |                              |
| Meeting Room 3, 4 & 5 | 99 Persons   | Seated or 59 Banquet Seating |



This certificate shall be void if the number of occupants is increased, or material changes or alterations are made, or if egresses are obstructed or changed.

I certify that these premises have been inspected and approved by the Inspectional Services Department and the requirements of Massachusetts General Law, C 143.S.1 et seq.

A copy of this certificate must be posted in a conspicuous public place.



Martin J. Walsh  
Mayor

**Boston Fire Department  
Fire Prevention Division  
1010 Massachusetts Ave - 4th Floor  
Boston, MA 02118**

Permit #: **ANNUAL88105**

Expires: **06/30/2020**

**Annual Permit**

Contractor: BLISS SPA AT W BOSTON

Address: 100 Stuart Street  
Boston, MA 02116

Phone:

Cell:

Fax:

In accordance with the provisions of Chapter 28 of the Ordinances of 1979 known as the Boston Fire Prevention Code, MGL Ch148 and 527 CMR 1.00 of the Board of Fire Prevention Regulations and amendments thereto, this permit is granted to be exercised at:

**100 Stuart ST  
Boston, MA 02116**

**Bliss Spa at WHotel**

Subject to compliance with the applicable provisions of said Code and with the safeguards and other conditions herein prescribed, to conduct the following:

**ANNUAL PERMIT FOR THE STORAGE & USE OF ANNUAL PERMIT FOR THE STORAGE/USE OF  
FLAMMABLE COMBUSTIBLE LIQUIDS; 4-GAL ACETONE; 4-GAL ALCOHOL**

The person accepting this permit shall conform to the Statutes of the Commonwealth, Commonwealth of Massachusetts Fire Prevention Regulations, the Boston Fire Prevention Code, the Ordinances of the City of Boston and the conditions of this permit. This permit may be revoked at any time by the Head of the Fire Department; a violation of any of its conditions shall work an immediate revocation of the permit. The person to whom this permit is issued shall indemnify and save harmless the City of Boston from any damage it may sustain, or be required to pay by reason of the exercise of this permit, or by reason of any act or neglect of himself/herself any of his/her employees or agents relating to the exercise of this permit or by reason of

Granted by: Joseph E. Finn

Attest: John Dempsey

This is an original permit and **MUST AT ALL TIMES BE KEPT POSTED ON THE PREMISES**. All furnishings and decorations added after issuance of this permit must be approved by the Boston Fire Department prior to use.

*Expiration of this permit and/or any change in venue name, activity, operation, location, ownership or use shall void this permit and a new permit must be obtained from the BOSTON FIRE DEPARTMENT.*





Martin J. Walsh  
Mayor

**Boston Fire Department  
Fire Prevention Division  
1010 Massachusetts Ave - 4th Floor  
Boston, MA 02118**

Permit #: ANNUAL88372  
Expires: 06/30/2020

**Annual Permit**

Contractor: SW BOSTON HOTEL VENTURE LLC  
Address: 200 Newbury Street  
Boston, MA 02116

Phone: Cell: Fax:

In accordance with the provisions of Chapter 28 of the Ordinances of 1979 known as the Boston Fire Prevention Code, MGL Ch148 and 527 CMR 1.00 of the Board of Fire Prevention Regulations and amendments thereto, this permit is granted to be exercised at:

**100 Stuart ST  
Boston, MA 02116**

Subject to compliance with the applicable provisions of said Code and with the safeguards and other conditions herein prescribed, to conduct the following:

**ANNUAL PERMIT FOR THE STORAGE & USE OF ANNUAL PERMIT FOR THE STORAGE/USE OF 2840  
GALLONS FLAMMABLE LIQUID OVER 60; 2500 GALLONS COMB CLASS II; 670 GALLONS COMB  
CLASS IIIA**

The person accepting this permit shall conform to the Statutes of the Commonwealth, Commonwealth of Massachusetts Fire Prevention Regulations, the Boston Fire Prevention Code, the Ordinances of the City of Boston and the conditions of this permit. This permit may be revoked at any time by the Head of the Fire Department; a violation of any of its conditions shall work an immediate revocation of the permit. The person to whom this permit is issued shall indemnify and save harmless the City of Boston from any damage it may sustain, or be required to pay by reason of the exercise of this permit, or by reason of any act or neglect of himself/herself any of his/her employees or agents relating to the exercise of this permit or by reason of

Granted by: Joseph E. Finn

Attest: John Dempsey

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Martin J. Walsh  
Mayor

# Boston Inspectional Services Department

## Building and Structures Division

1010 Massachusetts Avenue Boston, MA 02118 Telephone: (617) 635-5300

### CERTIFICATE OF INSPECTION

Sean Lydon  
Inspector of Buildings

Issued in accordance with the provisions of Mass. Gen. Laws ch. 143 s. 1 et. seq., as amended.

W Hotel  
W Hotel-restaurant(Market)  
William Bunce  
100 Stuart Street  
Boston, Ma 02116  
(617)261-8700

W Hotel-restaurant(Market)  
100 STUART ST  
BOSTON, MA 02116  
Ward 05

No: 73174

Issued: 1/17/2020  
Expires: 11/30/2020

Occupancy

Max Capacity

Restaurant

140 Persons



**This certificate shall be void if the number of occupants is increased, or material changes or alterations are made, or if egresses are obstructed or changed.**

I certify that these premises have been inspected and approved by the Inspectional Services Department and the requirements of Massachusetts General Law, C 143.S.1 et seq.

**A copy of this certificate must be posted in a conspicuous public place.**



Martin J. Walsh  
Mayor

**Boston Fire Department  
Fire Prevention Division  
1010 Massachusetts Ave - 4th Floor  
Boston, MA 02118**

Permit #: **PLA81731**  
Expires: **06/30/2020**

## Place of Assembly Permit

Contractor: WBOSTON HOTEL AND RESIDENCES  
Address: 100 Stuart Street  
Boston, MA 02116

Phone: Cell: Fax:

In accordance with the provisions of Chapter 28 of the Ordinances of 1979 known as the Boston Fire Prevention Code, MGL Ch148 and 527 CMR 1.00 of the Board of Fire Prevention Regulations and amendments thereto, this permit is granted to be exercised at

100 - Stuart ST  
Boston, MA 02116  
Mezzanine Level-Meeting Rooms

Subject to compliance with the applicable provisions of said Code and with safeguards and other conditions herein prescribed, to conduct the following:

### Assembly Permit For 469 Persons

Place of Assembly for 469 Persons as Follows: Great Room ABC-130 Persons Banquet Seating and 279 Persons Auditorium Seating; Studio 1 & 2- 54 Persons Banquet Seating and 86 Persons Auditorium Seating; Studio 4 & 5- 59 Persons Banquet Seating and 99 Persons Auditorium Seating

The person accepting this permit shall conform to the Statutes of the Commonwealth, Commonwealth of Massachusetts Fire Prevention Regulations, the Boston Fire Prevention Code, the Ordinances of the City of Boston and the conditions of this permit. This permit may be revoked at any time by the Head of the Fire Department; a violation of any of its conditions shall work an immediate revocation of the permit. The person to whom this permit is issued shall indemnify and save harmless the City of Boston from any damage it may sustain, or be required to pay by reason of the exercise of this permit, or by reason of any act or neglect of himself/herself any of his/her employees or agents relating to the exercise of this permit or by reason of any violation of any condition of this permit.

Granted by: Joseph E. Finn

Attest: John Dempsey

This is an original permit and **MUST AT ALL TIMES BE KEPT POSTED ON THE PREMISES**. All furnishings and decorations added after issuance of this permit must be approved by the Boston Fire Department prior to use.

*Expiration of this permit and/or any change in venue name, activity, operation, location, ownership or use shall void this permit and a new permit must be obtained from the BOSTON FIRE DEPARTMENT.*



Martin J. Walsh  
Mayor

**Boston Fire Department  
Fire Prevention Division  
1010 Massachusetts Ave - 4th Floor  
Boston, MA 02118**

Permit #: **PLA81730**  
Expires: **06/30/2020**

### Place of Assembly Permit

Contractor: **WBOSTON HOTEL AND RESIDENCES**  
Address: **100 Stuart Street  
Boston, MA 02116**

Phone: Cell: Fax:

In accordance with the provisions of Chapter 28 of the Ordinances of 1979 known as the Boston Fire Prevention Code, MGL Ch148 and 527 CMR 1.00 of the Board of Fire Prevention Regulations and amendments thereto, this permit is granted to be exercised at

**100 - Stuart ST  
Boston, MA 02116  
Lobby-CCJC Restaurant-Market**

Subject to compliance with the applicable provisions of said Code and with safeguards and other conditions herein prescribed, to conduct the following:

#### **Assembly Permit For 140 Persons**

Place of Assembly for 140 Persons Seated

The person accepting this permit shall conform to the Statutes of the Commonwealth, Commonwealth of Massachusetts Fire Prevention Regulations, the Boston Fire Prevention Code, the Ordinances of the City of Boston and the conditions of this permit. This permit may be revoked at any time by the Head of the Fire Department; a violation of any of its conditions shall work an immediate revocation of the permit. The person to whom this permit is issued shall indemnify and save harmless the City of Boston from any damage it may sustain, or be required to pay by reason of the exercise of this permit, or by reason of any act or neglect of himself/herself any of his/her employees or agents relating to the exercise of this permit or by reason of any violation of any condition of this permit.

Granted by: Joseph E. Finn

Attest: John Dempsey

This is an original permit and **MUST AT ALL TIMES BE KEPT POSTED ON THE PREMISES**. All furnishings and decorations added after issuance of this permit must be approved by the Boston Fire Department prior to use.

*Expiration of this permit and/or any change in venue name, activity, operation, location, ownership or use shall void this permit and a new permit must be obtained from the **BOSTON FIRE DEPARTMENT**.*



Martin J. Walsh  
Mayor

**Boston Fire Department  
Fire Prevention Division  
1010 Massachusetts Ave - 4th Floor  
Boston, MA 02118**

Permit #: **PLA359809**  
Expires: **06/30/2020**

**Place of Assembly Permit**

Contractor: W HOTEL

Address: 100 Stuart Street Ground Floor Lobby  
Boston, MA 02116

Phone: (617)261-8700

Cell:

Fax:

In accordance with the provisions of Chapter 28 of the Ordinances of 1979 known as the Boston Fire Prevention Code, MGL Ch148 and 527 CMR 1.00 of the Board of Fire Prevention Regulations and amendments thereto, this permit is granted to be exercised at

100 - Stuart ST  
Boston, MA 02116

1st floor lobby lounge bar

Subject to compliance with the applicable provisions of said Code and with safeguards and other conditions herein prescribed, to conduct the following:

**Assembly Permit For 205 Persons**

Two set ups: A) 150 persons (   or B) 205 persons furniture removed (53 seated, 152 standing).

The person accepting this permit shall conform to the Statutes of the Commonwealth, Commonwealth of Massachusetts Fire Prevention Regulations, the Boston Fire Prevention Code, the Ordinances of the City of Boston and the conditions of this permit. This permit may be revoked at any time by the Head of the Fire Department; a violation of any of its conditions shall work an immediate revocation of the permit. The person to whom this permit is issued shall indemnify and save harmless the City of Boston from any damage it may sustain, or be required to pay by reason of the exercise of this permit, or by reason of any act or neglect of himself/herself any of his/her employees or agents relating to the exercise of this permit or by reason of any violation of any condition of this permit.

Granted by: Joseph E. Finn

Attest: John Dempsey

This is an original permit and **MUST AT ALL TIMES BE KEPT POSTED ON THE PREMISES**. All furnishings and decorations added after issuance of this permit must be approved by the Boston Fire Department prior to use.

*Expiration of this permit and/or any change in venue name, activity, operation, location, ownership or use shall void this permit and a new permit must be obtained from the BOSTON FIRE DEPARTMENT.*



Martin J. Walsh  
Mayor

**Boston Fire Department  
Fire Prevention Division  
1010 Massachusetts Ave - 4th Floor  
Boston, MA 02118**

Permit #: **PLA359807**  
Expires: **06/30/2020**

## **Place of Assembly Permit**

Contractor: W HOTEL

Address: 100 Stuart Street Ground Floor Lobby  
Boston, MA 02116

Phone: (617)261-8700

Cell:

Fax:

In accordance with the provisions of Chapter 28 of the Ordinances of 1979 known as the Boston Fire Prevention Code, MGL Ch148 and 527 CMR 1.00 of the Board of Fire Prevention Regulations and amendments thereto, this permit is granted to be exercised at

100 - Stuart ST  
Boston, MA 02116

Subject to compliance with the applicable provisions of said Code and with safeguards and other conditions herein prescribed, to conduct the following:

### **Assembly Permit For 140 Persons**

Total Occupants 140 with Tables and Chairs

The person accepting this permit shall conform to the Statutes of the Commonwealth, Commonwealth of Massachusetts Fire Prevention Regulations, the Boston Fire Prevention Code, the Ordinances of the City of Boston and the conditions of this permit. This permit may be revoked at any time by the Head of the Fire Department; a violation of any of its conditions shall work an immediate revocation of the permit. The person to whom this permit is issued shall indemnify and save harmless the City of Boston from any damage it may sustain, or be required to pay by reason of the exercise of this permit, or by reason of any act or neglect of himself/herself any of his/her employees or agents relating to the exercise of this permit or by reason of any violation of any condition of this permit.

Granted by: Joseph E. Finn

Attest: John Dempsey

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Martin J. Walsh  
Mayor

**City of Boston**  
**Office of the City Clerk**  
**1 City Hall Square Room 601**  
**Boston, MA 02201**

CC182699

RECEIVED  
CITY CLERK'S OFFICE  
2017 AUG 11 A 10:26  
BOSTON, MA

**BUSINESS CERTIFICATE - Filing Fee: \$65.00**

New Filing  Renewal

*This Certificate Expires on:*     AUG 11     2021

Under the provisions of Chapter 110, Section 5 of the Massachusetts General Laws, as amended, the undersigned hereby declares that a business under the title of:

Boston W Hotel and Residences is being conducted at:

(Please Print Clearly)

100 Stuart St Boston, MA 02116

(P. O. Box not permitted)

By the following individual (s) or Corporation  
*Print Full Name (s)*

Corporation or Residential Address  
*(P.O. Box not permitted)*

Razorbacks Lessee LLC

7315 Wisconsin Avenue Bethesda, MD 20814

Signatures:

Individuals MUST have their *signatures notarized* on the back of this form prior to filing in the Office of the City Clerk.

Local Telephone Number: (617) 261-8700 Type of Business: HOTEL

Email Address: fiona.deng@whotels.com

**IMPORTANT NOTICE**

*This Certificate expires four (4) years from the date of issue. If you cease conducting business before that time, the law requires that you withdraw this Certificate with the Office of the City Clerk.*

**City of Boston Certification**

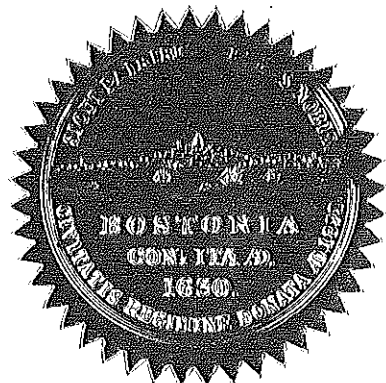
A true copy of the document filed on the above date in the Office of the City Clerk.

    AUG 11 2017    

at     10:26 AM    

Attest:

City Clerk



*Notarization Acknowledgement*

~~The Commonwealth of Massachusetts - SUFFOLK COUNTY~~  
State of Maryland - Montgomery

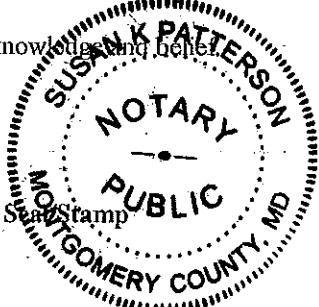
On this 26<sup>th</sup> day of July, 2017, before me, the undersigned Notary Public, personally

Raymond D Martz

(name of document signer(s), proved to me through

satisfactory evidence of identification, which was/were personally known to me

\_\_\_\_\_ to be the person who signed the preceding or attached document in my presence, and who swore or affirmed to me that the contents of this document are truthful and accurate to the best of his/her knowledge and belief.

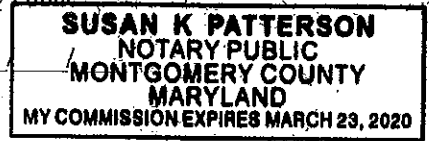


Notary Seal Stamp

Signature: Susan K Patterson

Notary Public

My Commission expires: \_\_\_\_\_




**Non-Residents ONLY doing Business in Massachusetts**

**Certificate and Statement**

**Filing Fee: \$35.00 (in addition to regular fee)**

Pursuant to M.G.L. Chapter 227, Section 5A, I/We hereby appoint the City Clerk of the City of Boston, and its successors in office, as my/our true and lawful agent upon whom all lawful process may be served in any action arising out of the business described in the front hereof.

Signature(s): 

2017 7 26 11:11



NightClub

# CITY OF BOSTON

Updated on: 11/1/2019  
LICENSE #: CAL-352606

## Mayor's Office of Consumer Affairs and Licensing

Boston City Hall, Room 817 Boston, MA 02201

### Entertainment License

**Corp. Name:** Razorbacks Lessee, LLC.

**D/B/A:** Boston W Hotel

**Address:** 100 STUART ST  
BOSTON, MA 02116

**Area:** A-1

**Manager:** Gurkirat Singh

**Indoor Capacity:** 759

**Outdoor Capacity:** 0

**Cease Entertainment:** 2:00 AM

#### TERMS & CONDITIONS

*This license shall be subject to the rules and regulations of the Licensing Division and the special conditions listed herein. The violation of any rules, regulations and/or conditions shall subject the license to possible suspension, revocation, or further conditions:*

|                                    |                         |                       |
|------------------------------------|-------------------------|-----------------------|
| Jukebox 1                          | Cassette/CD Player 1    | Radio 1               |
| Television (under 27") / Monitor 1 | Widescreen Television 6 | Instrumental/Vocal 12 |
| Disc Jockey 3                      | Dancing by Patrons 1    |                       |

1. LIVE ENTERTAINMENT MAY BE OPERATED SEVEN (7) DAYS A WEEK FROM 11:00A.M. TO 2:00A.M.
2. INSTRUMENTAL AND VOCAL MUSIC IS LIMITED TO TWELVE (12) PERFORMERS.
3. CAPACITY TO BE DETERMINED BY THE INSPECTION CERTIFICATES AND PLACE OF ASSEMBLY PERMITS.
4. THREE (3) DISC JOCKEYS ARE PERMITTED ON THE PREMISE; ONE IN THE LOUNGE ON THURSDAYS, FRIDAYS AND SATURDAYS, ONE IN THE GALLERY RESTAURANT; AND ONE IN THE FUNCTION ROOMS.
4. DOORS AND WINDOWS MUST CLOSE ALL DOORS AND WINDOWS WHENEVER LIVE ENTERTAINMENT IS OCCURRING AND MUST CLOSE ALL DOORS AND WINDOWS BY 10:00P.M. REGARDLESS OF THE TYPE OF ENTERTAINMENT OFFERED .

# 2020

This License expires December 31, 2020

Martin J Walsh, Mayor

Kathleen M. Joyce, Executive Director

**THIS LICENSE MUST BE POSTED IN A CONSPICUOUS PLACE**

**NON-TRANSFERABLE**

# The Licensing Board for the City of Boston

HEREBY GRANTS AN

## Innholder License

TO BE PROVIDED WITH SUITABLE FOOD FOR STRANGERS AND TRAVELLERS AND TO HAVE UPON HIS PREMISES SUITABLE ROOMS WITH BEDS AND BEDDING FOR THE LODGING OF HIS GUESTS.

AND TO EXPOSE, KEEP FOR SALE, AND TO SELL

## ALL ALCOHOLIC BEVERAGES

TO BE CONSUMED ON THE PREMISES

TO: RAZORBACKS LESSEE, LLC  
D/B/A: W BOSTON  
AT: 100 STUART ST  
Boston, MA 02116

MANAGER: GURKIRAT SINGH  
CAPACITY: 0  
CLOSING HOUR: 2:00 AM  
ALL PATRONS OUT BY: 2:30 AM

ON PREMISES AS DESCRIBED: Entire building consisting of 26 floors (238 guest rooms and 122 residences), 3 entrances/exits, Restaurant and Lobby Lounge on 1st floor, Banquet/Meeting Rooms/Spa on 2nd floor, minibars on floors 3-15, room service for floors 3-24.

CONDITIONS: The Board & ABCC approved the management agreement between Razorbacks Lessee, LLC and W Hotel Management.

### PUBLIC TAKE NOTICE

- 1) THIS LICENSE MUST BE POSTED IN A CONSPICUOUS PLACE WHERE MEMBERS OF THE PUBLIC MAY SEE AND READ IT WITHOUT THE NEED TO ASK FOR ASSISTANCE FROM EMPLOYEES OF THE PREMISES.
- 2) THE MANAGER OF THESE PREMISES SHALL INSURE THAT A COPY OF THE RULES AND REGULATIONS OF THE BOSTON LICENSING BOARD ARE KEPT AT THE FRONT DOOR AREA OR AT THE MAIN CASH REGISTER FOR INSPECTION UPON REQUEST BY ANY MEMBER OF THE PUBLIC OR ANY AGENT OF THE BOARD. THE RULES NEED NOT BE POSTED BUT MUST BE READILY ACCESSIBLE TO A REQUESTING PARTY WITHIN SEVERAL MINUTES OF THE SAID REQUEST.
- 3) EVERY INNHOLDER SHALL KEEP OR CAUSE TO BE KEPT, IN PERMANENT FORM, A REGISTER IN WHICH SHALL BE RECORDED THE TRUE NAME AND RESIDENCE OF EVERY PERSON OCCUPYING A PRIVATE ROOM AND SUCH REGISTER SHALL BE OPEN TO THE INSPECTION OF THE LICENSING AUTHORITIES, THEIR AGENTS AND THE POLICE. GENERAL LAWS, CHAPTER 140, SECTION 27.

VIOLATION OF THE ABOVE RULES OR OF ANY OF THE RULES OF THE BOARD MAY RESULT IN SUSPENSION OR REVOCATION OF THIS LICENSE. COMPLAINTS OR ALLEGATIONS OF VIOLATIONS SHOULD BE REPORTED TO THE BOARD'S EXECUTIVE SECRETARY AT ITS CITY HALL OFFICES, ROOM 809, TELEPHONE 617-635-4170.

**THIS LICENSE WILL EXPIRE DECEMBER 31, 2020**

In Testimony Whereof, the undersigned have hereunto affixed their official signatures, this 5 day of December, 2019

*Kathleen Joyce*  
Kathleen Joyce, Chairman

*Keena Saxon*  
Keena Saxon, Commissioner

*Liam Curran*  
Liam Curran, Commissioner

LICENSING BOARD