

Application to renew On Licence

Section 127(2), Sale and Supply of Alcohol Act 2012

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To: The Secretary
District Licensing Committee
Gore District Council
PO Box 8
Gore 9710

Licence Details

Licence number: Expiry date:

Application Details

Will you lodge this application at least 20 working days before the licence expires? Yes No
If no, please give details:

Applicant Details

What is the full legal name to appear on the licence?

Postal address:
Post Code:

Email address:

Daytime contact person (name):

Contact number: Mobile number:

| | | |
|---|---|---|
| Office Use Only Area Office Stamp | Application forwarded to: <input type="checkbox"/> Police Response received <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> MOH Response received <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> Inspector Response received <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> Fire Response received <input type="checkbox"/> Y <input type="checkbox"/> N | Payment: <input type="checkbox"/> Cash <input type="checkbox"/> Chq <input type="checkbox"/> Eftpos <input type="checkbox"/> DD <input type="checkbox"/> Credit Date Paid: Receipt Number: |
|---|---|---|

Contact persons email address:

How would you like us to contact you? Email Phone

Are you applying as an individual? Yes No

If yes: What is your occupation?
Date of birth?
Place of birth?

Criminal conviction details

Have you (the applicant) been convicted of any offences since the existing licence was issued?

Yes (supply details below)

No (go to Manager's details)

| Nature of offence | Conviction date | Sentence |
|-------------------|-----------------|----------|
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Manager's details

Do you have at least one manager who has a manager's certificate?

Yes (supply details below)

No (you need to have a manager with a manager's certificate before you can apply)

| Full name of manager | Certificate number | Expiry date |
|----------------------|--------------------|-------------|
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Applicant status details

What is your status?

- | | |
|---|---|
| <input type="checkbox"/> Private company | <input type="checkbox"/> Public company |
| <input type="checkbox"/> Partnership | <input type="checkbox"/> Person 20 years and over |
| <input type="checkbox"/> Trustee | <input type="checkbox"/> Local authority |
| <input type="checkbox"/> Licensing trust | <input type="checkbox"/> Body corporate |
| <input type="checkbox"/> Manager under the Protection of Personal and Property Rights Act 1988 | <input type="checkbox"/> Government department or other instrument of the Crown |
| <input type="checkbox"/> Board, organisation, or other body authorised by an Act other than the Sale and Supply of Alcohol Act 2012 to sell alcohol or hold a licence | |

Is this application for a premises or a conveyance?

- Premises (go to Premises Details)
 Conveyance (go to Conveyance Details)

Premises Details

What is the address of the premises?

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|------------|
| Post Code: |
|------------|

What is the trading name of the premises?

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What type of premises is it?

- | | |
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| <input type="checkbox"/> Hotel | <input type="checkbox"/> Tavern |
| <input type="checkbox"/> Restaurant | <input type="checkbox"/> Entertainment/nightclub |
| <input type="checkbox"/> Function centre | <input type="checkbox"/> Café |
| <input type="checkbox"/> Other _____ | |

What part (if any) of the premises do you intend to designate as restricted or supervised areas?

Restricted area(s) – for those 18 years or older

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Supervised area(s) – where minor must be accompanied by a legal guardian

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Conveyance Details

What type of conveyance is this application for? *(e.g. bus, train)*

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What is the address of the conveyance's home base (if any)?

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| Post Code: |
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What is the conveyance's trading name (if any)?

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What is the conveyance's registration number (if any)?

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Business details

What is the general nature of the business you intend to conduct in the premises or conveyance if the licence is granted?

(Licensed premises examples: Hotel, tavern, restaurant, entertainment/nightclub, function centre)

(Conveyance examples: Transporting passengers by ship, aircraft, rail or coach)

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Is the sale of alcohol the main purpose of the business? Yes No

If no, what is the main purpose of the business?

Do you sell or supply (or intend to sell or supply) any goods other than food? Yes No

If yes, please supply details of these goods

Do you provide (or intend to provide) any services other than those directly related to the sale of supply of alcohol or food? Yes No

If yes, please supply details of those services

Are you a BYO only restaurant? Yes No

Do you wish to have the licence endorsed under section 37 of the Act? Yes No

Are you a caterer? Yes No

Do you wish to have the licence endorsed under section 38 of the Act? Yes No

Do you want to change any conditions of your current licence? Yes No

If yes, what changes to the conditions of your licence do you wish to make?

On which days and during which hours do you sell alcohol under the licence?

Fire Evacuation Statement

If you are not sure which option applies to you, check with Fire and Emergency, New Zealand.

- The owner of the building in which the premises are situated provides and maintains an evacuation scheme as required by section 21B of the Fire Service Act 1975.
- Because of the building's current use, the owner is not required to provide and maintain an evacuation scheme.
- Because of the nature of the building, the owner is exempt from the requirement to provide and maintain an evacuation scheme.

Steps you will take to minimise harm from alcohol

The Sale and Supply of Alcohol Act 2012 (the Act) aims to minimise harm from alcohol by managing the way it's sold, supplied and consumed.

Please answer each question thoroughly.

Do you intend to sell and supply food at the premises?

Yes No

If yes, state what you will sell and supply:

Do you intend to sell and supply non-alcoholic refreshments at the premises?

Yes No

If yes, state what you will sell and supply:

Do you intend to sell and supply low-alcoholic beverages at the premises?

Yes No

If yes, state what you will sell and supply:

Where and how will you make drinking water freely available to patrons free of charge?

What steps will you take to ensure that you observe the requirements of the Act relating to the sale of alcohol to prohibited persons, such as minors and intoxicated people?

What steps will you take to provide assistance with, or information about, alternative forms of transport from the licensed premises or conveyance?

What other systems (including training) and staff are in place (or to be in place) to make sure you comply with the Act?

What relevant experience and training do you have?

Signature of Applicant: _____ Date: _____

You must supply all the documents listed below. Your application will be returned if any of these are missing:

- The completed application form
- A copy of the menu
- A copy of the floor plans of the premises, highlighting the main entrance and restricted or supervised areas
- A photo of the main entrance
- A copy of your host responsibility policy and a copy of your alcohol management plan that says how you will implement the points of the policy
- A list of current manager's certificates for the premises
- A copy of your existing on licence
- If you are applying in a company name, a copy of the Certificate of Incorporation
- Renewal fee