

Rangitikei District Council

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APPLICATION FOR OFF LICENCE (FOR PREMISES)

Form 6, Section 31, Sale of Liquor Act 1989

**To: The Secretary
The District Licensing Agency,
At Marton**

DATE RECEIVED

___/___/20___

Application for an off licence is made in accordance with the details set out below:

DETAILS OF APPLICANT(S)

Full name _____

Address _____

Occupation _____

FULL postal address for service of documents

DAYTIME contact name and telephone number

Full name and address of proposed manager or managers to be employed and Manager(s)

Certificate Number

Status of applicant: (tick appropriate box)

Natural person

Private company

Public company

Licensing trust

Partnership

Local authority

Trustee

Government department or
Other instrument of the Crown

Manager under the
Protection of Personal and
Property Rights Act 1988

Body corporate to
which section 30 (1) (ba)
of the Act applies

Board, organisation or other
body to which section 30 (1) (bb)
of the Act applies

Club

FURTHER DETAILS WHERE THE APPLICANT IS A COMPANY

Date of incorporation _____

Place of incorporation _____

Full details of each director and the secretary as follows:

Name	Address	Date of Birth	Place of Birth	Designation

(In case only of a private company)

Authorised Capital Paid Up Capital

(In case only of a private company) Full details of each person who holds any shares issued by the company:

Name	Address	Date of Birth	Place of Birth	Designation	Face Value of Shares held

(In case only of a public company) Full details of each person who holds 20 percent or more of the shares, or of any particular class of shares, issued by the company:

Name	Address	Date of Birth	Place of Birth	Designation

FURTHER DETAILS WHERE THE APPLICANT IS A PARTNERSHIP

Full details of each partner as follows

Name	Address	Date of Birth	Place of Birth

Signature of each partner

PREMISES DETAILS

Address of proposed licensed premises _____

Type of premises –

Supermarket

Hotel or Tavern

Premises on which
principal business is in
manufacture or sale of
liquor

Club

Grocery Store

Other _____

Proposed trading name for premises (if any):

Is the licence sought conditional upon construction or completion of the premises

Yes

No

Does the applicant own the proposed licensed premises

Yes

No

If no, what is the full name and address of the owner?

What form of tenure of the premises will the applicant have (including term of
tenure)?

What part (if any) does the applicant intend should be designated as:

A restricted area _____

A supervised area _____

BUSINESS DETAILS

Does the applicant seek the licence in connection with the business of a caterer?

Yes

No

Does the applicant seek the licence in connection with the business of an auctioneer?

Yes

No

Is sale of liquor intended to be the principal purpose of the business?

Yes

No

If no, what is intended to be the principal purpose of the business?

What part of section 36 of the Act is applicable to this application?

Is the applicant engaged, or intending to be engaged in the sale or supply of any goods other than liquor and food or in the provision of any services other than those directly related to the sale or supply of liquor or food?

Yes

No

If yes, what is the nature of those goods or services?

On which days and during which hours does the applicant intend to sell liquor under the licence?

Monday _____

Tuesday _____

Wednesday _____

Thursday _____
Friday _____
Saturday _____
Sunday _____

Does the applicant intend to provide complimentary samples of liquor on the premises?

Yes

No

CONDITIONS

What steps does the applicant propose to take to ensure that the requirements of the Act in relation to the sale of liquor to prohibited persons are observed?

(Where the principal business is other than the manufacture or sale of liquor) what kind of liquor does the applicant intend to sell or deliver under the licence?

Dated at _____ this _____ day of _____ 20 _____

Applicant _____

FEES

Off Licence \$793.24 Caterer or Auctioneer Licence \$134.93

Receipt _____ Date _____

NOTES

1. In respect of the status of the applicant, see section 30 of the Sale of Liquor Act 1989.
2. For the matters that are to accompany this application see regulation 8 (2) of the Sale of Liquor Regulations 1990.
3. Within 20 working days after filing this application with the District Licensing Agency, the applicant must give public notice of an application in form 1. The notice must be published twice in a newspaper, or newspapers circulating in the district and nominated by the Secretary of the District Licensing Agency, with not less than 5 days and not more than 10 days between the two dates of publication.
4. Within 10 working days after filing this application with the District Licensing Agency, the applicant must ensure that notice of the application in form 1A is attached in a conspicuous place on or adjacent to the site to which the application relates (unless the Secretary of the District Licensing Agency agrees that it is impracticable or unreasonable to do so).

CHECKLIST

Three copies of the application	<input type="checkbox"/> Yes	<input type="checkbox"/> No
The fee attached	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Photo identification (sighted and photocopied)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Current floor plan has been provided showing principal entrance and designations and those parts of the premises that are to be used for the sale or supply of liquor and those parts of the premises (if any) that the applicant intends should be designated as restricted areas or supervised areas	<input type="checkbox"/> Yes	<input type="checkbox"/> No
A photo of the exterior of the premises or an artist's impression of the exterior of the proposed premises	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Where the applicant is not the owner of the premises a written statement from the owner to the effect that the owner has no objection to the grant of the licence	<input type="checkbox"/> Yes	<input type="checkbox"/> No
A certificate by the local authority that the proposed use of the premises meets the town planning requirements	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is the applicant:		
EITHER		
A company	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, has a copy of the current certificate of incorporation been provided?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

If yes, has a copy of the memorandum of association been provided as evidence of its authority to sell liquor or hold an off licence under the Act?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
OR		
A board, organisation or body to which section 30 (1) (bb) of the Act applies?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, a reference to the Act under which the applicant is authorised to sell liquor or hold an off licence under the Act	<input type="checkbox"/> Yes	<input type="checkbox"/> No
OR		
A club	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, evidence that the club – Held under a charter under Section 164 of the Sale of Liquor Act 1962 immediately before the first day of April 1990; or Holds a club licence under the Sale of Liquor Act 1989 and is not a sports club	<input type="checkbox"/> Yes	<input type="checkbox"/> No
OR		
A hotel or tavern	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, a reference to the number of the on licence held by the applicant in respect of the hotel or tavern	<input type="checkbox"/> Yes	<input type="checkbox"/> No
OR		
A premises in which the principal business is the manufacture or sale of liquor	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, particulars of the principal business conducted on the premises	<input type="checkbox"/> Yes	<input type="checkbox"/> No
OR		
A supermarket	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, particulars of the floor area of the supermarket, including any separate departments set aside for such foodstuffs as fresh meat, fresh fruit and vegetables and delicatessen items	<input type="checkbox"/> Yes	<input type="checkbox"/> No
OR		
A grocery store	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, particulars of the principal business of the store including evidence and certified accounts showing the percentage of turnover that is derived from the sale of main order household foodstuffs	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, and the application is made pursuant to Section 36 (2) (a) of the Act, evidence to show that the sale of liquor in premises of a kind described in Section 36 (1) would not be economic	<input type="checkbox"/> Yes	<input type="checkbox"/> No
OR		
An auctioneer	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, the number of the licence held under the Auctioneers Act 1928	<input type="checkbox"/> Yes	<input type="checkbox"/> No
OR		
A caterer	<input type="checkbox"/> Yes	<input type="checkbox"/> No

If yes, evidence to show that the applicant is or will be conducting the business of a caterer, including the frequency and types of functions that are or are proposed to be catered for	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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PLANNING CERTIFICATE AND BUILDING COMPLIANCE CERTIFICATE APPLICATION

For the purposes of the Sale of Liquor Act 1989

*There is no fee for this application

To: **The Secretary**
The District Licensing Agency,
At Marton

DATE RECEIVED

___/___/20___

DETAILS OF APPLICANT

Name _____

Address _____

Postal address (if different from above) _____

Phone (Home) _____ Phone (Business) _____

Fax _____ Cellphone _____

DETAILS OF PREMISES

Trading name _____

Address of proposed licensed premises _____

Legal description of site _____

Current use of the building _____

When did the current use commence _____

Owner's Name _____

Type of liquor licence sought

On licence

Off licence

Club licence

DETAILS OF APPLICATION

What is the general nature of the business to be conducted under the licence? (For example, hotel, tavern, restaurant, entertainment/night club, bottle store, club)

Will there be amplified music?

Yes

No

Will there be outdoor seating?

Yes

No

Days and hours of operation _____

Has the premises previously held a liquor licence?

Yes

No

If yes, how long has the licensed premises been operating? _____

Has a planning consent (including resource consent, specified departure or other) been issued related to the proposed activity? If so, please specify the details

If the proposal involves any alterations to the premises including new signage or changes to the nature of the business a resource consent and/or building consent may be required.

Please describe any changes below and include relevant site plans, floor plans and elevation drawings

Signature of the applicant or person authorised to sign on behalf of the applicant

Signature of applicant _____ Date _____

This application must be accompanied with a copy of a current Building Warrant of Fitness and Certificate of Compliance with Inspection (Form 12a)