



APPLICATION FOR OFF LICENCE

SECTION 31, SALE OF LIQUOR ACT 1989

Westland District Licensing Agency
36 Weld Street
Private Bag 704
HOKITIKA

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

1. DETAILS OF APPLICANT:

a) Full name, address and occupation: _____

b) Postal address for service of documents: _____

c) Daytime contact name & telephone number: _____

d) Full name and address of manager or manager's to be employed, and certificate numbers of manager's certificates:

Name	Managers Cert. No
_____	_____
_____	_____
_____	_____

e) Status of applicant (tick appropriate box):

- | | | |
|---|---|--|
| <input type="checkbox"/> Natural Person | <input type="checkbox"/> Private Company | <input type="checkbox"/> Public Company |
| <input type="checkbox"/> Licensing Trust | <input type="checkbox"/> Partnership | <input type="checkbox"/> Local Authority |
| <input type="checkbox"/> Trustee | <input type="checkbox"/> Government Dept
or other instrument
of Crown | <input type="checkbox"/> Manager under the
protection of Personal
& Property Rights Act 1988 |
| <input type="checkbox"/> Body corporate to which
section 30(1)(ba) of the Act
applies | | <input type="checkbox"/> Body corporate to which
section 30(1)(bb) of the act
applies |

2. FURTHER DETAILS WHERE APPLICANT IS A COMPANY

a) Date of incorporation: _____

b) Place of incorporation: _____

c) Full details of each director, and secretary, as follows:

Name	Address
_____	_____
_____	_____
_____	_____

Date of Birth	Place of Birth	Designation
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

d) (In the case only of a private company)

Authorised Capital Paid up Capital

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

Name	Address
_____	_____
_____	_____
_____	_____
_____	_____

Date of Birth	Place of Birth	Designation	Face Value of Shares
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

f) (In the 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
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

3. FURTHER DETAILS HERE APPLICANT IS A PARTNERSHIP:

a) Full details of each partner as follows:

Name	Address	Date of Birth	Place of Birth
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

b) Signature of each partner:

4. PREMISES DETAILS:

a) Address: _____

b) Type of premises (tick appropriate box):

- Hotel or Tavern Club Supermarket
- Grocery Store Other Premises on which principal
is manufacture or sale of liquor

c) Proposed trading name for premises (if any): _____

d) Is a licence sought conditional upon construction or completion of premises? **YES/NO**

e) Does the applicant own the proposed licensed premises? **YES/NO** If No...

What is the name and address of the owner: _____

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

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

(i) A restricted area: _____

(ii) A supervised area: _____

4. BUSINESS DETAILS:

a) Does the applicant seek the licence in conjunction with the business or a caterer? **YES/NO**

b) Does the applicant seek the licence in connection with the business of an auctioneer? **YES/NO**

c) Is the sale of liquor intended to be the principal purposes 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?

d) 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 and food: **YES/NO**

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

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

f) Does the applicant intend to provide complimentary samples of liquor on the premises? **YES/NO**

5. CONDITIONS:

a) 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:

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

Dated at _____ this _____ day of _____ year _____

Applicants Signature

Office Use Only

Fee Received \$ _____ Date _____ Receipt No _____

NOTES:

1. In respect of the status of the applicant, see Section 30 of the Sale of Liquor Act 1989.
2. Within 20 working days after filing this application with the District Licensing Agency, the applicant is required to give public notice of the 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. Public notice format is available from the District Licensing Agency. Areas and papers are:

Taramakau	Grey Star or Hokitika Guardian
Kumara – Fox Glacier	Grey Star or Hokitika Guardian or The Messenger
South of Fox Glacier	Hokitika Guardian or Otago Daily Times or The Messenger
3. This application shall be accompanied by the following:
 - a) Three copies of the application.
 - b) (Where the applicant is incorporated) A copy of the certificate of incorporation or other documentary evidence of its incorporation.
 - c) (Where the applicant is a company) A copy of the memorandum of association, or other documentary evidence of its authority to sell liquor or to hold a licence under the Act or under the provisions of any previous enactment relating to the sale of liquor.
 - d) (Where the applicant is a local authority) A reference to the enactment by which the applicant is expressly authorised to hold an on licence under the Act.
 - e) (Where the applicant is a manager acting for any person pursuant to a property order under the Protection of Persons and Property Rights Act 1988). A copy of the property order.
 - f) (Where the applicant is a club) Evidence that the club:
 - i) Held a charter under Section 164 of the Sale of Liquor Act 1962 immediately before the 1st day of April 1990; or
 - ii) Holds a club licence under the Sale of Liquor Act 1989, - and is not a sports club.
 - g) (Where the applicant relates to a hotel or tavern) A reference to the number of the on-licence held by the applicant in respect of the hotel or tavern.
 - h) (Where the applicant relates to premises in which the principal business is the manufacture or sale of liquor) Particulars of the principal business conducted on the premises, and (where the principal business is wine making) the number of the licence held under the Wine Makers Act 1981.
 - i) (Where the application relates to a supermarket) 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.
 - j) (Where the application relates to a grocery store) particulars of the principal business of the store.
 - k) (Where the application is made in reliance on Section 36(2)(a) of the Act) Evidence to show that the sale of liquor in premises of a kind described in paragraph (c) or paragraph (d) of Section 36(1) of the Act would not be economic.
 - l) (Where the application is made in reliance on Section 36(2)(b) of the Act) Particulars of the kind of goods sold in the premises to which it is claimed the sale of liquor would be complimentary.

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- m) (Where the application is made by the holder of any auctioneer's licence) The number of the licence held under the Auctioneers' Act 1928.
 - n) A photograph of the exterior of the premises or an artists impression of the exterior of the proposed premises as they will look when they are finished.
 - o) A map, or a copy of a map or of a portion of a map, showing the location of the premises.
 - p) A scale plan showing:
 - i) Those parts of the premises that are to be used for the sale or supply of liquor, and
 - ii) Those parts of the premises (if any) that the applicant intends should be designated as restricted areas or as supervised areas; and
 - iii) (Except where the applicant is a club) Each entrance to the premises that the applicant intends should be designated as a principal entrance.
 - q) (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.
 - r) A certificate by the local authority that the proposed use of the premises meets town planning requirements.
 - s) The prescribed fee \$793.30.