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# APPLICATION FOR RENEWAL OF MANAGER'S CERTIFICATE

## SECTION 123, SALE OF LIQUOR ACT 1989

Westland District Licensing Agency  
36 Weld Street  
Private Bag 704  
HOKITIKA



Applications should be lodged with the Westland District Licensing Agency if:

- \* you are employed at a licensed premises within Westland or;
- \* you do not currently work in licensed premises but you live within Westland. (\* see note at bottom)

Application for the renewal of a manger's certificate is made in accordance with the details set out below.

### 1. DETAILS OF APPLICANT:

- a) Full name: \_\_\_\_\_
- b) Maiden name: \_\_\_\_\_
- c) Date of Birth: \_\_\_\_\_
- d) Occupation/Current employment: \_\_\_\_\_
- e) Residential Address: \_\_\_\_\_
- f) Postal address for service of documents: \_\_\_\_\_
- \_\_\_\_\_
- g) Daytime contact telephone number: \_\_\_\_\_
- h) Drivers licence or Passport number: \_\_\_\_\_
- g) Has the applicant been convicted of any offence since the certificate was issued or last renewed? YES/NO

Nature of offence	Date of conviction	Penalty suffered
_____	_____	_____
_____	_____	_____
_____	_____	_____

- h) What steps has the applicant taken to manage the sale and supply of liquor pursuant to the licence with the aim of contributing to the reduction of liquor abuse?
- \_\_\_\_\_
- \_\_\_\_\_

### 2. DETAILS OF CERTIFICATE:

Type of certificate:      General Managers                       Club Managers

Number: \_\_\_\_\_

Date of Expiry: \_\_\_\_\_

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3. **Confirm the name of the premises where you are employed (if any):**

\_\_\_\_\_

Provide written support for this application from the licensee of the above premises.

4. **LICENCE CONTROLLER QUALIFICATION**

Does the applicant hold the Licence Controller Qualification?

YES  NO

If yes, provide copy of certificate.

Dated at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_ year \_\_\_\_\_

\_\_\_\_\_  
Applicants Signature

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**NOTES:**

- This application must be filed with the District Licensing Agency before the certificate expires. Where the applicant is presently employed as a manager, it should be filed with the District Licensing Agency for the district in which the applicant is employed. In all other cases, it should be filed with the District Licensing Agency for the district in which the applicant is residing.
- The fee of \$135. **Cheques made payable to Westland District Council.**

Tick

*Office Use Only*

Fee Received \$ \_\_\_\_\_ Date \_\_\_\_\_ Receipt No \_\_\_\_\_