



Application for CLUB-Licence or Renewal of CLUB-Licence

Sections 100 and 127 (2), Sale and Supply of Alcohol Act 2012
FORM 5

To: The Secretary
Westland District Licensing Committee
Private Bag 704
Hokitika

Application for (please tick) CLUB-Licence Renewal of CLUB-Licence - Expiry date _____
Licence No _____

is made in accordance with the particulars set out below

1. Details of applicant(s)

(a) Full legal name or names to be on licence: _____

(b) Whether licence already held for premises or conveyance (*state Yes/No, and if "Yes", state kind of licence*):
YES/NO

(c) Applicant status [*Please tick box*]

Natural person (s)

Body Corporate

(d) For applicant that is a natural person or persons, details:

Full legal name: _____

Aliases: _____

Driver's Licence or Passport Number: _____

Usual residential address: _____

Male/Female

Occupation: _____

Date of birth: _____

Place of birth: _____

Email Address: _____

Preferred mode of contact: _____

(e) For applicant that is a body corporate, authority under which incorporated: _____

(f) For applicant that is not a natural person or persons, details of contact person:

Full legal name: _____

Telephone number: _____

Mobil Phone: _____

Fax number: _____

Email Address: _____

Preferred mode of contact: _____

(g) Postal address for service: _____

(h) Business details: _____

(i) Criminal convictions: [*state all criminal convictions (other than convictions for offences against provisions of the Land Transport Act 1998 not contained in Part 6, and offences to which the Criminal Records (Clean Slate) Act 2004 applies)*]

Conviction	Date

2. Details of premises

(a) Any name, trading name or name of the building: _____

(b) Name of any other club with which applicant shares premises: _____

(c) If not owner by the applicant:

(i) Tenure (*state whether to be held as leasehold or under tenancy agreement or licence*): _____

(ii) Full legal name and address of owner:

Name: _____

Address: _____

(d) Whether licence conditional on completion of building work (*state Yes/No, and if "Yes", state details*):

YES/NO

Details: _____

3. Details of Managers

For each manager or proposed manager, full legal name, number and expiry date of manager's certificate:
(state)

Full name	Certificate Number	Expiry Date

4. Club Details

- (a) Authority under which club incorporated: _____
- (b) Membership: _____
- (c) Contact details of Club Secretary:
Full legal name: _____
Address of owner: _____
- (d) Whether sale of alcohol intended to be principal purpose of club (State Yes/No, and if "Yes", state details): **YES/NO**

- (e) If "No", intended principal purpose of club: _____
- (f) Whether applicant engaged or intending to be engaged in the sale of supply of any goods other than alcohol and food, or in the provision of any services other than those directly related to the sale and supply of alcohol and food: **YES/NO**
- (g) If "Yes", nature of other goods or services: _____
- (h) Days and hours proposed for sale of alcohol: _____

5. Conditions

- (a) Experience and training of applicant: _____
- (b) Food intended to be available for purchase (describe type and range): _____

- (c) Non-alcoholic beverages intended to be available for purchase: _____

(d) Low-alcohol beverages intended to be available for purchase: _____

(e) To what extent, and where, drinking water is intended to be freely available to patrons: _____

(f) If no access to mains water supply, portability of water intended to be available: _____

(g) Steps intended to be taken to provide help with and information about transport options from the premises:

Transport type available

(h) Steps proposed to be taken to prevent the sale and supply of alcohol to prohibited people: _____

(i) Any other steps the applicant proposes to promote the responsible consumption of alcohol:

(j) Other systems (including training systems), and staff in place (or to be in place) for compliance with the Act:

6. Attachments tick list

Copy of planning consent

Copies of all relevant building certificates consents

Floor plan showing:

Each area to be designated as a supervised area and indicating whether supervised or restricted area; and

The principal entrance

Copy of certificate of incorporation (or equivalent document)

Names of other clubs with which club has reciprocal visiting rights for members

Dated at _____ this _____ day of _____ 20 _____
(ie Hokitika) (day) (month) (year)

Signature of Applicant

Notes

1. This form must be accompanied by the prescribed fee.
2. Within 20 working days after filing this application with the Westland District Licensing Committee (or 10 working days if it is an application for renewal), the applicant must give public notice of it in form 7. The notice must be given in compliance with regulation 36, 37 or 38 of the Sale and Supply of Alcohol Regulations 2013 (whichever applies to this application).
3. Except in the case of a conveyance, within 10 working days after filing this application with the District Licensing Committee, the applicant must ensure that notice of this application in form 7 is attached in a conspicuous place on or adjacent to the site to which this application relates (unless the Secretary of the district Licensing Committee agrees that it is impracticable or unreasonable to do so).