

**Form 10: Application for Special Licence (for premises)**  
**Section 76**  
**Sale of Liquor Act 1989**

To: The Secretary  
Papakura District Licensing Agency  
35 Coles Cres  
Private Bag 7  
PAPAKURA

Application for an On Licence is made in accordance with the details set out below.

**DETAILS OF APPLICANT(S)**

*(Note: Must be the person or organisation supplying the liquor and receiving profits)*

Full Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

D.O.B.            /    /            Occupation: \_\_\_\_\_

Postal Address: *(If different from above)* \_\_\_\_\_  
\_\_\_\_\_

Contact telephone number (*daytime*): \_\_\_\_\_

**MANAGER(S) TO BE EMPLOYED**

Full Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

D.O.B.            /    /            Certificate Number : \_\_\_\_\_

**NON-CERTIFIED MANAGER PRESENT DURING THE EVENT:** *(applies where applicant seeks not to employ a Certified Manager)*

Full Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

D.O.B.            /    /

**STATUS OF APPLICANT:** *(please tick one)*

- Natural Person                       Private Company                       Public Company
- Licensing Trust                       Partnership                       Local Authority
- Trustee                       Club
- Manager under the Protection of Personal and Property Rights Act 1988
- Body Corporate to Which section 75(ba) Of the Act applies
- Board, organisation, or other body to which section 75(bb) of the Act applies
- Government Department Or other instrument of the Crown

**PREMISES DETAILS**

Address of proposed Licensed premises

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Proposed trading name for premises (if any) \_\_\_\_\_  
\_\_\_\_\_

Is a Licence sought conditional upon construction or completion of the premises?

- YES                       NO

Does the applicant own the proposed Licences 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) of the premises does the applicant intend should be designated as a:

Restricted area \_\_\_\_\_

Supervised area \_\_\_\_\_

**PURPOSES** *(to be included or event, or series of occasion or events, in respect of which the Licence is sought?)*

What is the occasion or event, or series of occasions or events, in respect of which the Licence is sought?

---

When is this occasion or event, or series of occasions or events, to occur?

---

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

---

**PURPOSES** *(To be included only where the application is made for a Licence under section 74 the Act)*

Identifying particulars of the on-Licence or club Licence held by the applicant:

---

Address and trading name (if any) of Licensed premises:

---

---

In respect of what kind or kinds of social gatherings is the Licence sought?

---

When is/are the social gathering(s) to be held?

---

---

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

---

**CONDITIONS**

What provision does the applicant intend to make for the sale and supply of:

Food? \_\_\_\_\_

Non-alcoholic refreshments? \_\_\_\_\_

Low-alcohol beverages? \_\_\_\_\_

What steps does the applicant propose to take to provide assistance with or information about alternative forms of transport from the Licensed conveyance?

---

What other steps does the applicant propose to take aimed at promoting the responsible consumption of liquor?

---

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?

---

What containers does the applicant propose to sell or dispense liquor in?

---

Applicant: \_\_\_\_\_

Date        /        /

## NOTES

1. In respect to the status of the applicant, see section 75 of the Sale of Liquor Act 1989.
2. For the matters that are to accompany this application, see regulation 14(3) of the Sale of Liquor Regulations 1990.
3. Every application for a special Licence shall be accompanied by the following:
  - a. Three copies of the application
  - b. (Where the applicant is a local authority) A reference to the enactment by which the applicant is expressly authorised to hold a special Licence under the Act:
  - c. (Where the applicant is a manager acting for any person pursuant to a property order made under the Protection of Personal and Property Rights Act 1988). A copy of the property order:
  - d. (Where the applicant is a club and holds a club Licence under the Act). The number of the club Licence:
  - e. (Where the applicant is a club but does not hold a club Licence under the Act) Such of the following particulars as the District Licensing Agency may require:
    - i. (Where the club is incorporated) A copy of the certificate of incorporation or other documentary evidence of its incorporation: and
    - ii. (Where the club held a charter under the Sale of Liquor Act 1962). Identifying particulars of the club's charter: and
    - iii. A copy of the club's constitution or rules:
  - f. Where the application is made for a Licence under Section 74 of the Act). Identifying particulars of the on-Licence or club Licence held by the applicant:  
  
Name: \_\_\_\_\_  
  
Licence Number: \_\_\_\_\_
  - g. A 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 club
4. Cost of Special Licence is \$63.00

Cheques should be made payable to the ***Papakura District Council***.