

Form 2: Application for On Licence
Section 9, 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)

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 : _____

STATUS OF APPLICANT: *(please tick one)*

- | | | |
|--|--|--|
| <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 |

- Trustee
- Manager under the Protection of Personal and Property Rights Act 1988
- Body Corporate to Which section 8 (1)(ba) Of the Act applies
- Board, organisation, or other body to which section 8(1)(bb) of the Act applies
- Government Department or other instrument of the Crown

Has the applicant ever been issued with any other Liquor Licence

- YES NO

If Yes, give details _____

FURTHER DETAILS WHERE APPLICANT IS A COMPANY

Date of incorporation: _____

Place of incorporation: _____

Full details of each director, and the secretary, as follows:

Name	Address	D.O.B.	Place of Birth	Designation

In the case only of a private company: Authorised capital Paid-up capital

Full details of each person who holds any shares issued by the company:

Name	Address	D.O.B.	Place of Birth	Designation	Face Value of Shares Held

In the case only of a Public company:

Full details of each person who holds 20% or more of the shares, or of any particular class of shares, issued by the company:

Name	Address	D.O.B.	Place of Birth	Designation

FURTHER DETAILS WHERE APPLICANT IS A PARTNERSHIP

Full details of each partner as follows:

Name	Address	D.O.B.	Place of Birth	Designation

Signature of each partner:

Name:

Signature:

Name:

Signature:

PREMISES DETAILS

Address of proposed Licenced 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 _____

BUSINESS DETAILS

What is the general nature of the business to be conducted by the applicant in the premises if the licence is granted? (for example, hotel, tavern, restaurant, entertainment/nightclub)?

Is the 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? _____

Is the applicant engaged, or intending to be engaged, in the sale of 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 and services? _____

(In the case only of a BYO restaurant) does the applicant wish to have the licence endorsed under section 28 of the Act?

YES NO

On which days and during which 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

1. Food? _____

2. Non-alcoholic refreshments? _____

3. Low-alcohol beverages? _____

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 steps does the applicant propose to take to provide assistance with or information about alternative forms of transport from the Licenced premises?

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

Applicant: _____

Date / /

NOTES

1. In respect to the status of the applicant, see section 8 of the Sale of Liquor Act 1989.
2. For the matters that are to accompany this application, see regulation 5(3) 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 the application in form 1 which is attached. 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, these being either Papakura Courier or Our Town with no less than 5 days and not more than 10 days between the 2 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).
5. Every application for an on-licence 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 off-licence under the Act
 - e) (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
 - f) A photograph of the exterior of the premises or an artist's impression of the exterior of the proposed premises as they will look when they are finished.
 - g) A map, or a copy of a map or of a portion of a map, showing the location of the premises.
 - h) A scale plan showing
 - 1) Those parts of the premises that are to be used for the sale or supply of liquor; and
 - 2) Those parts of the premises (if any) that the applicant intends should be designated as restricted areas or as supervised areas; and
 - 3) Each entrance to the premises that the applicant intends
 - i) (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.

- j) A certificate by the local authority that the proposed use of the premises meets town planning requirements additional fee of \$95.00.
- k) A certificate by the Local Authority that the proposed use of the premises meets the requirements of the Building Act 91 additional fee \$95.00
- l) The prescribed fee \$776.00

Applicants are reminded that:

The complete application must be lodged with the Papakura District Licensing Agency **BEFORE** being publicly notified.

The application must be publicly notified on two separate occasions (not less than 5 and not more than 10 days apart) in The Papakura Courier.

The application **MUST ALSO** be publicly notified by displaying the public notice prominently at the entrance to the premises to be licenced.

All cheques to be made out to ***Papakura District Council***

**Form 1: Sections 9(4), 16(2), 18(3), 31(3), 39(2), 41(3), 55(3), 62(2), 64(3) and 76(4)
Sale of Liquor Act 1989**

Full name _____

Address _____

Occupation _____

has made application to the District Licensing Agency at Papakura for the grant (or renewal) of:

- on-licence
- off-licence or
- club licence

in respect of the premises situated at _____

(or the (*specify type of conveyance*) _____ known as _____).

The general nature of the business conducted (or to be conducted) under the licence is

- hotel
- tavern
- restaurant
- entertainment
- night club
- other _____

The days on which and the hours during which liquor is (or is intended to be) sold under the licence are:

The application may be inspected during ordinary office hours at the office of the Papakura District Licensing Agency at 35 Coles Crescent, Private Bag 7, Papakura. This is the first (or second) publication of this notice. *The first publication was made on _____

Any person who is entitled to object and who wishes to object to the grant of the application may, not later than 10 working days after the date of the first Publication of notice of the application in a newspaper or newspapers in accordance with the Act, file a notice in writing of the objection with the Secretary of the District Licensing Agency at Papakura District Council, 35 Coles Crescent, Private Bag 7, Papakura.

*Delete where not applicable.

Form 1A: Public Notice

**Sections 9(5), 16(2A), 18(4), 31(4), 39(2A), 41(4), 55(4), 62(2A), 64(4) and 76(4),
Sale of Liquor Act 1989**

Full name _____

Address _____

Occupation _____

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This notice must be displayed prominently at the principle entrance to the premises.
