

Form 8: Application for Club Licence
Section 55, Sale of Liquor Act 1989

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

Application for a Club Licence is made in accordance with the details set out below.

DETAILS OF CLUB

Name: _____

Is the club incorporated? (tick appropriate box) YES NO

If yes; under what Act is the club incorporated: _____

What is the date of the club's incorporation? _____

Contact name (day): _____

Telephone number (day): _____

Postal address for service of documents: _____

Status of club (tick appropriate box)

Chartered Club Sports Club Other _____

Predominant purpose _____

Number of Members _____ Number of Members under the age of 18 _____

SECRETARY DETAILS

Full Name: _____

Address: _____

Occupation: _____

Contact name (day): _____

Telephone number (day): _____

MANAGER/S DETAILS

Full Name: _____

Address: _____

D.O.B. _____

Certificate Number _____

Occupation: _____

Contact name (day): _____

Telephone number (day): _____

PREMISES DETAILS

Address of club premises _____

Is a Licence sought conditional upon construction or completion of the premises? (tick appropriate box)

YES NO

Does the club own the proposed Licenced premises? (tick appropriate box)

YES NO

If No. what is the full name and address of the owner: _____

What form of tenure of the premises will the club have (including term of tenure): _____

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

A restricted area: _____

A supervised area: _____

Does the club share the premises with any other club? (tick appropriate box)

YES NO

If Yes, what is the name of the other club: _____

What months of the year do the respective clubs use the premises?: _____

CONDITIONS

On which days and during which hours, does the club intend to sell liquor under this licence:

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

Food _____

Non-alcoholic refreshments and low-alcohol beverages _____

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?

What steps does the club propose to take, to ensure that the requirements of the Act in relation to the sale of liquor to prohibited persons are observed?

Name: _____

Signature: _____

Date: / /

NOTES

1. For the matters that are to accompany this application, see regulation 11(2) of the Sale of Liquor Regulations 1990.
2. 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. 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 2 dates of publication.
3. 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 Agency agrees that it is impracticable or unreasonable to do so).
4. Every Application for a club Licence shall be accompanied by the following:
 - a) Three copies of the application
 - b) (Where the club is incorporated) A copy of the certificate of incorporation or other documentary evidence of its incorporation.
 - c) (Where the club held a charter under the Sale of Liquor Act 1962) Identifying particulars of the club's charter.
 - d) A copy of the club's constitution or rules.
 - e) 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.
 - f) A map, or a copy of a map or of a portion of a map, showing the location of the premises.
 - 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 intends should be designated as restricted areas or as supervised areas.
 - h) (Where the club 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.
 - i) A certificate by the local authority that the proposed use of the premises meets town planning requirements additional fee of \$95.00.
 - j) 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
 - k) The prescribed fee being \$776.00

Applicants are reminded that:

1. The complete application must be lodged with the Papakura District Licensing Agency **BEFORE** being publicly notified.
2. 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.
3. 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.