



# APPLICATION FOR SPECIAL LICENCE

Section 76, Sale of Liquor 1989

1990/61  
REG. 18(1)

## Sale of Liquor Regulations 1990 FIRST SCHEDULE Form 10

To The Secretary  
The District Licensing Agency  
At TE AWAMUTU

Application for a special licence is made in accordance with the details set out below:

### 1 DETAILS OF APPLICANT(S)

- a) Full name(s) ..... DOB .....
- b) Postal address for service of documents .....  
.....  
Town/City.....Post Code.....
- c) Daytime contact name and telephone number .....  
.....
- d) Full name and address of proposed manager (if any) .....  
.....  
Town/City.....Post Code .....DOB .....
- e) Status of application (*tick appropriate box*)

- Natural Person
- Private Company
- Public Company
- Local Authority
- Licensing
- Partnership
- Trustee
- Club
- Government Department or other instrument of the Crown
- 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

## 2 PREMISES DETAILS

- a) Address of proposed licensed premises .....  
.....  
Town/City.....Post Code.....
- b) Proposed trading name for premises (if any) .....  
.....
- c) Is a licence sought conditional upon construction or completion of the premises .....Yes/No
- d) Does the applicant own the proposed licensed premises .....Yes/No

If No:

- i) What is the full name and address of the owner?  
.....  
.....  
Town/City.....Post Code.....
- ii) What form of tenure of the premises will the applicant have (including term of tenure)?  
.....  
.....
- e) What part (if any) of the premises does the applicant intend should be designated as –
- i) A restricted area .....
- ii) A supervised area .....

## 3 PURPOSES

*(To be included only where the application is made for a licence under Section 73 of the Act)*

- a) What is the particular occasion or event, or series of occasions or events, in respect of which the licence is sought?  
.....  
.....
- b) When is the occasion or event, or series of occasions or events, to occur?  
.....  
.....
- c) On which days and during what hours does the applicant intend to sell liquor under the licence?  
.....  
.....

**4 PURPOSES**

*(To be included only where the application is made for a licence under Section 74 of the Act)*

- a) Identifying particulars of the on-licence or club licence held by the applicant:  
.....  
.....
- b) Address and trading name (if any) of hotel, tavern, or club  
.....  
.....  
Town/City.....Post Code.....
- c) In respect of what kind or kinds of social gatherings is the licence sought?  
.....  
.....
- d) When are the social gatherings to be held?  
.....  
.....
- e) On which days and during what hours does the applicant intend to sell liquor under the licence?  
.....  
.....

**5. CONDITIONS**

- a) What provision does the applicant intend to make for the sale and supply of:
  - i) Food? .....
  - ii) Non-alcoholic refreshments? .....
  - iii) Low alcohol beverages?.....
- b) 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?  
.....  
.....

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

.....

d) What containers does the applicant propose to sell liquor in?

.....

.....

DATED AT ..... THIS ..... DAY OF .....20.....

.....

**APPLICANT**

## NOTES

- 1 In respect of 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.

# CHECK LIST – SPECIAL LICENCE APPLICATION

The following shall accompany every application for a special licence.

Tick box if relevant information is provided in triplicate.

- i) Three copies of the application (form 10)

- | <input type="checkbox"/> | <b><u>Applicant's status</u></b>   | <b><u>To Provide</u></b>  |
|--------------------------|--|---|
| <input type="checkbox"/> | • Local Authority  | • Reference to enabling enactment   |
| <input type="checkbox"/> | • Manager acting pursuant to a property order  | • A copy of the property order  |
| <input type="checkbox"/> | • Club holding a licence under the Act   | • Licence No.   |
| <input type="checkbox"/> | • Club does not hold a licence<br>- incorporated club<br>- chartered club  | • Copy of Club's constitution of rules<br>• Copy of Certificate of Incorporation<br>• Identifying particulars of Club's charter |
| <input type="checkbox"/> | • Having on-licence or club licence  | • Identifying particulars of that licence   |
| <input type="checkbox"/> | ii) A plan showing:<br><br>a) Those parts of the premises that are to be used for the sale or supply of liquor; and<br>b) Those parts of the premises (if any) that the applicant intends should be designated as restricted or as supervised areas. |   |
| <input type="checkbox"/> | iii) A written statement from the owner to the effect that the owner has no objection to the grant of the licence (where the applicant is not the owner of the premises).  |   |
| <input type="checkbox"/> | iv) The prescribed fee \$64.40.  |   |