

APPLICATION FOR SPECIAL LICENCE



Sections 138, Sale and Supply of Alcohol Act 2012

To: The Secretary
Hurunui District Licensing Committee
P O Box 13
Amberley

Application for a special licence is made in accordance with the particulars set out below.

1. Type of special licence applied for, and whether the event was foreseeable

State whether on-site or off-site special: _____

State whether the event for which the special licence is applied for could reasonably have been foreseen. (if "No" describe circumstances)

2. Details of applicant

Company name or full legal name(s) if individual to be on the licence:

Name of contact person: _____

Date of birth (if Individual): _____

Postal address: _____

Telephone number: _____ Mobile number: _____

Email address: _____

(a) Status of applicant (tick appropriate box):

- | | | | |
|--------------------------|---|--------------------------|-----------------|
| <input type="checkbox"/> | Natural Person (20 years of age) | <input type="checkbox"/> | Company |
| <input type="checkbox"/> | Partnership or Limited Partnership | <input type="checkbox"/> | Club |
| <input type="checkbox"/> | Licensing Trust or Community Trust | <input type="checkbox"/> | Body Corporate |
| <input type="checkbox"/> | Government Department or other Instrument of Crown | <input type="checkbox"/> | Local Authority |
| <input type="checkbox"/> | Manager under the Protection of Personal and Property Rights Act 1998 | | |

Convictions of Company Directors, Partners, or individuals.

Have you ever been convicted or any offence (including traffic but not parking)? You need not declare any convictions older than 7 years other than convictions relating to imprisonment or indefinite disqualified from driving.

<i>Nature of offence</i>	<i>Date of conviction</i>	<i>Penalty suffered</i>

3. Premises details

Address of proposed licensed premises: _____

Trading name/known as (if any): _____

Is a licence sought conditional upon construction/completion of the premises?

Yes No

Does the applicant own the proposed licensed premises?

Yes No

If No: (i) Owner's full name: _____

Owner's address: _____

(ii) Form and term of tenure: _____

Is a licence already held for premises concerned Yes/No

If yes what kind of licence _____

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

- Restricted designation: no person under 18 may be present on the premises
- Supervised designation: persons under 18 may be present, but only if accompanied by a parent or legal guardian

A restricted area: _____

A supervised area: _____

4. Details of managers

<i>Name</i>	<i>Address</i>	<i>Certificate number</i>

5. Event details

Name and type of event: _____

Days and hours proposed for the sale and supply of alcohol: _____

Estimate of number of people attending: _____

Probable age distribution of people attending: _____

Principle purpose of the event: _____

Is the applicant engaged, or intending to be engaged, in the sale or supply of any goods other than alcohol and food, or in the provision of any services other than those directly related to the sale or supply of alcohol and food?

Yes No

If YES – what is the nature of those other goods or services? _____

What types of containers will alcohol be sold in: (*on-licence only*) _____

6. Conditions

(a) Please state the experience and training of applicant

(b) Describe steps proposed to be taken to prevent the sale and supply of alcohol to prohibited persons. *E.g. intoxicated, under age*

(c) Describe any other steps the applicant proposes to promote the responsible consumption of alcohol.
E.g. purchase limits

(d) Describe systems (including training systems) and staff in place (or to be in place) for compliance with the Act. *E.g. security*

For On-licence specials only

(e) Describe type and range of food intended to be available

(f) Describe type and range of alcoholic beverages intended to be available for purchase

(g) Describe type and range of non-alcoholic beverages intended to be available for purchase

(h) Describe type and range of low-alcohol beverages intended to be available for purchase

(i) Describe the steps intended to be taken to provide help with and information about transport options from the premises

(j) Describe to what extent, and where, drinking water is intended to be freely available to patrons and if no access to mains water supply, describe potability

7. Attachments

- A site/floor plan of the premises defining all indoor and outdoor areas that will be licensed, including:
 - areas to be designated as a supervised or restricted area
 - the location of food outlets (*on-licence only*)
- If more than one alcohol outlet names of the entities that are supplying alcohol at the event and the duty manager(s) of each outlet.

For large scale events a more detailed alcohol management plan must be submitted with the application. Please contact a council officer for assistance, if required.

8. Notes

- Applications must be lodged with the Agency at least 20 working days before the licence is required
- This form must be accompanied by the prescribed fee
- If required to do so by the Secretary of the District Licensing Committee, the applicant must within 10 working days after filing this application with the committee ensure that notice of this application is attached in a conspicuous place on or adjacent to the site to which it relates.

9. Fees

One or two events that are of a small size (fewer than 100 people)	\$63.25
Three to 12 events that are of a small size or one to three events that are a medium size (between 100 and 400 people)	\$207.00
All other including events that are of a large size (more than 400 people)	\$575.00

Dated at Hurunui this _____ day of _____ 20 _____

Signature