



HURUNUI

District Council

Telephone: (03) 3148816
Fax: (03) 3149181

APPLICATION FOR CLUB LICENCE

Section 55, Sale of Liquor Act 1989

To: The Secretary
The District Licensing Agency
P O Box 13
Amberley

Application for an club licence is made in accordance with the details set out below.

1. Details of Club

(a) Full Name : _____

(b) Is the club incorporated

Yes No

If Yes-

(i) Under what Act is the club incorporated? _____

(ii) What is the date of the club's incorporation? _____

(c) Postal address for service of documents: _____

(d) Daytime contact name and telephone number: _____

(e) Full name and address of proposed manager: _____

(f) Status of club (*tick appropriate box*)

Chartered Club

Sports Club

Other

(g) Predominant purpose: _____

- (h) Membership: _____ of whom about _____ are under the age of 18 years
- (i) Full name, address, and occupation of the secretary: _____

2. Premises Details

(a) Address of club premises: _____

(b) Is a licence sought conditional upon construction or completion of the premises?:

Yes No

(c) Does the club own the proposed licensed premises?:

Yes No

If No-

(i) What is the full name and address of the owner? _____

(ii) What form of tenure of the premises will the club have (including term of tenure)?

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

(i) A restricted area _____

(ii) A supervised area _____

3. Club Activities

(a) Nature of activities _____

(b) Days on which and hours during which the activities take place _____

4. Conditions

(a) On which days and during which hours does the club intend to sell liquor under this licence? _____

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

(i) Food? _____

(ii) Non-alcoholic refreshments? _____

(c) What steps does the club proposed to take to ensure that the requirements of the Act in relation to the sale of liquor to prohibited persons are observed?

Dated at _____ this _____ day of _____

Signed on behalf of the _____ club by _____

(Designation)

Club-Licence Application

Every application for a club-licence shall be accompanied by the following:

- (a) Two 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 or an artist's impression 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 applicant intends should be designated as restricted areas or as supervised areas.
- (h) *(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.
- (i) A copy of the proposed menu
- (j) A copy of the Host Responsibility Policy
- (k) A certificate by the local authority that the proposed use of the premises meets town planning requirements *(please refer to the Planning Certificate application form for this fee)*.
- (l) A certificate by the local authority that the proposed use of the premises meets building requirements *(please refer to the Certificate of Compliance application form for this fee)*.
- (m) The prescribed fee (*Currently \$793.24*)