

Rangitikei District Council

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## APPLICATION FOR CLUB LICENCE (FOR PREMISES)

Form 8, Section 55, Sale of Liquor Act 1989

To: **The Secretary**  
**The District Licensing Agency,**  
**At Marton**

<b>DATE RECEIVED</b> ____/____/20____
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Application for a Club licence is made in accordance with the details set out below:

### DETAILS OF CLUB

Name \_\_\_\_\_

Is the Club incorporated?  Yes  No

If yes, Under what Act is the Club incorporated? \_\_\_\_\_

What is the date of the Club's incorporation? \_\_\_\_\_

**FULL** postal address for service of documents

\_\_\_\_\_  
\_\_\_\_\_

**DAYTIME** contact name and telephone number

\_\_\_\_\_

Full name and address of proposed manager and Managers Certificate Number

\_\_\_\_\_  
\_\_\_\_\_

Status of Club  Chartered Club  Sports Club  Other (provide details)

\_\_\_\_\_  
\_\_\_\_\_

Predominant Purpose \_\_\_\_\_

Membership \_\_\_\_\_ of whom about \_\_\_\_\_ are under the age of 18 years.

Full name, address and occupation of the secretary

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## PREMISES DETAILS

Address of Club Premises \_\_\_\_\_  
\_\_\_\_\_

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

Yes

No

Does the Club own the proposed licensed premises?

Yes

No

If no, What is the full name and address of the owner?

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

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

A restricted area \_\_\_\_\_

A supervised area \_\_\_\_\_

The Rangitikei District Council Liquor Licensing Policy requires that where prohibited persons (i.e.: under 18 years old) would have access to an area that is predominately for the purpose of the sale of liquor, that the area must be designated as supervised.

Does the club share the premises with any other club?

Yes

No

If yes, What is the name of the other club?

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And, What months of the year do the respective clubs use the premises?

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## CONDITIONS

On which days and during which hours does the applicant intend to sell liquor under this licence?

Monday	<input type="checkbox"/>	_____
Tuesday	<input type="checkbox"/>	_____
Wednesday	<input type="checkbox"/>	_____
Thursday	<input type="checkbox"/>	_____
Friday	<input type="checkbox"/>	_____
Saturday	<input type="checkbox"/>	_____
Sunday	<input type="checkbox"/>	_____

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

Food? \_\_\_\_\_

Non-alcoholic refreshments? \_\_\_\_\_

Low-alcohol beverages? \_\_\_\_\_

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

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What other steps do the applicant purpose to take aimed at promoting the responsible consumption of liquor?

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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?

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Dated at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

Signed on behalf of the \_\_\_\_\_ Club  
\_\_\_\_\_ Applicant

## FEES

Club Licence \$793.24      Receipt \_\_\_\_\_      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 an 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 Licensing Agency agrees that it is impracticable to do so).

## CHECKLIST

Three copies of the application	<input type="checkbox"/> Yes	<input type="checkbox"/> No
The fee attached	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Photo identification (sighted and photocopied)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Menu provided	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Up to date host responsibility statement provided	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Copy of club rules or charter	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Copy of club constitution	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes
Copy of Certificate of Incorporation (if relevant)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
A photograph of the exterior of the premises or an artist's impression of the exterior of the proposed premises as it will look when it is finished	<input type="checkbox"/> Yes	<input type="checkbox"/> No
A map, or a copy of a map or a portion of a map, showing the location of the premises	<input type="checkbox"/> Yes	<input type="checkbox"/> No
A scale plan showing:		
1. Those parts of the premises that are to be used for the sale or supply of liquor	<input type="checkbox"/> Yes	<input type="checkbox"/> No
2. Those parts of the premises (if any) that the applicant intends should be designated as restricted or as supervised areas	<input type="checkbox"/> Yes	<input type="checkbox"/> No
3. Each entrance to the premises that the applicant intends should be designated as a principal entrance	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(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	<input type="checkbox"/> Yes	<input type="checkbox"/> No
A certificate by the local authority that the proposed use of the premises meets the town planning requirement	<input type="checkbox"/> Yes	<input type="checkbox"/> No
A menu or other indication of the standard and style of food to be provided or proposed to be provided	<input type="checkbox"/> Yes	<input type="checkbox"/> No
A schedule of the clubs activities, that includes the days and hours during which the premises are used for those activities	<input type="checkbox"/> Yes	<input type="checkbox"/> No

# PLANNING CERTIFICATE AND BUILDING COMPLIANCE CERTIFICATE APPLICATION

For the purposes of the Sale of Liquor Act 1989

\*There is no fee for this application

To: **The Secretary**  
**The District Licensing Agency,**  
**At Marton**

**DATE RECEIVED**

\_\_\_/\_\_\_/20\_\_\_

## DETAILS OF APPLICANT

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Postal address (if different from above) \_\_\_\_\_

\_\_\_\_\_

Phone (Home) \_\_\_\_\_ Phone (Business) \_\_\_\_\_

Fax \_\_\_\_\_ Cellphone \_\_\_\_\_

## DETAILS OF PREMISES

Trading name \_\_\_\_\_

Address of proposed licensed premises \_\_\_\_\_

\_\_\_\_\_

Legal description of site \_\_\_\_\_

Current use of the building \_\_\_\_\_

When did the current use commence \_\_\_\_\_

Owner's Name \_\_\_\_\_

Type of liquor licence sought

On licence

Off licence

Club licence

## DETAILS OF APPLICATION

What is the general nature of the business to be conducted under the licence? (For example, hotel, tavern, restaurant, entertainment/night club, bottle store, club)

\_\_\_\_\_

\_\_\_\_\_

Will there be amplified music?  Yes  No

Will there be outdoor seating?  Yes  No

Days and hours of operation \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Has the premises previously held a liquor licence?  
 Yes  No

If yes, how long has the licensed premises been operating? \_\_\_\_\_

Has a planning consent (including resource consent, specified departure or other) been issued related to the proposed activity? If so, please specify the details

\_\_\_\_\_  
\_\_\_\_\_

If the proposal involves any alterations to the premises including new signage or changes to the nature of the business a resource consent and/or building consent may be required. Please describe any changes below and include relevant site plans, floor plans and elevation drawings

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature of the applicant or person authorised to sign on behalf of the applicant

Signature of applicant \_\_\_\_\_ Date \_\_\_\_\_

**This application must be accompanied with a copy of a current Building Warrant of Fitness and Certificate of Compliance with Inspection (Form 12a)**