



## APPLICATION FOR SPECIAL LICENCE (PREMISES)

Form 10, Section 76, Sale of Liquor Act 1989

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

**DATE RECEIVED**

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

Application for Special Licence is made in accordance with the details set out below:

### DETAILS OF APPLICANT(S)

Full name \_\_\_\_\_

**FULL** postal address for service of documents

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

**DAYTIME** contact name and telephone number

\_\_\_\_\_

Full name and address of proposed manager to be employed and Manager(s) Certificate Number

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

Status of applicant:

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> Natural person   | <input type="checkbox"/> Private company   | <input type="checkbox"/> Public company  |
| <input type="checkbox"/> Licensing trust  | <input type="checkbox"/> Partnership   | <input type="checkbox"/> Local authority   |
| <input type="checkbox"/> Trustee  | <input type="checkbox"/> Government department or Other instrument of the Crown                        | <input type="checkbox"/> Manager under the Protection of Personal and Property Rights Act 1988 |
| <input type="checkbox"/> Body corporate to which section 75 (ba) of the Act applies | <input type="checkbox"/> Board, organisation or other body to which section 75 (bb) of the Act applies | <input type="checkbox"/> Club  |

## PREMISES DETAILS

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

\_\_\_\_\_

Proposed trading name for the premises (if any) \_\_\_\_\_

\_\_\_\_\_

Is the licence sought conditional on the construction or completion of the premises?

Yes

No

Does the applicant own the proposed premises?

Yes

No

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

\_\_\_\_\_

\_\_\_\_\_

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

\_\_\_\_\_

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

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

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

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

What is the occasion or event, or series of occasions or events, in respect of which the licence is sought? \_\_\_\_\_

\_\_\_\_\_

Where is this occasion or event, or series of occasions or events, to occur? \_\_\_\_\_

\_\_\_\_\_

On which days and during which hours does the applicant intend to sell liquor under the 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"/>	_____

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

Identifying particulars of the on licence or club licence held by the applicant

\_\_\_\_\_

Address and trading name (if any) of the licensed premises

\_\_\_\_\_

\_\_\_\_\_

In respect of what kind or kinds of social gatherings is the licence sought?

\_\_\_\_\_

\_\_\_\_\_

When are the social gatherings to be held? \_\_\_\_\_

\_\_\_\_\_

On which days and during which hours does the applicant intend to sell liquor under the 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"/>	_____

**CONDITIONS**

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

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

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

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

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

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

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

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

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?

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

What containers does the applicant propose to sell liquor in? \_\_\_\_\_  
 \_\_\_\_\_

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

Applicant \_\_\_\_\_

**FEES**

Special Licence \$64.40                      Receipt \_\_\_\_\_                      Date \_\_\_\_\_

**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.

**CHECKLIST**

Three copies of the application	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is the applicant:		
EITHER		
A natural person	<input type="checkbox"/> Yes	<input type="checkbox"/> No
OR		
A board or organisation		
If yes, have they provided written authorisation to sell liquor/hold a licence?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
OR		
Acting for any person pursuant to a property order?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, has copy of the property order been provided?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
OR		

A club and <u>does</u> hold a club licence?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes has a copy of the club licence been provided?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
OR		
A club but <u>does not</u> hold a club licence?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, has the applicant provided a Certificate of Incorporation?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Has the applicant provided a copy of the club charter?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Has the applicant provided a copy of the club constitution or rules?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is the application for a special licence for social gatherings?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, has the on-licence or club licence number held by the applicant been provided?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Has the applicant provided a floor plan showing:		
Parts of the premises to be used for sale/supply of liquor	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Parts of the premises (if any) designated/restricted/supervised areas	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If in a rural area, has a site plan been provided?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is the applicant the owner of the premises?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If no, has written permission from the owner been provided?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Has the applicant provided photos of the premises/intended premises?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Has the applicant provided photo identification that provides they are older than 20 years?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Has the applicant provided copies of the manager's certificates?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
OR		
Has the applicant asked for a waiver of requiring a manager for the event?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, have they provided proof of their knowledge of the Act and their obligations in relation to the event?	<input type="checkbox"/> Yes	<input type="checkbox"/> No