

File Ref:  
Receipt No:

**HAURAKI DISTRICT LICENSING AGENCY**

**APPLICATION FOR SPECIAL LICENCE (FOR PREMISES) - Form 10**

**Section 76, Sale of Liquor Act 1989**

To: The Secretary  
Hauraki District Licensing Agency  
P O Box 17  
PAEROA

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

**1. DETAILS OF APPLICANT**

- (a) Full Name(s):.....  
.....
- (b) Postal address for service of documents: .....  
.....
- (c) Daytime contact name and telephone number:.....  
.....
- (d) Full name and address of manager or managers to be employed, and certificate numbers of managers certificate (s):.....  
.....

(e) Status of applicant (*tick appropriate box*)

Natural Person

Private Company

Public Company

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

Licensing Trust

Partnership

Local authority

Trustee

Club

Government department  
or other instrument of the Crown

Manager under the Protection  
of the Personal and Property  
Rights Act 1988.

2. **PREMISES DETAILS**

- (a) Address of proposed licensed premises: .....
- (b) Proposed trading name of 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? .....
  - (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 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 this 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 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 licensed premises:.....  
 .....
- (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 provide assistance with or information about alternative forms of transport from the licensed premises? .....  
 .....
- (c) What other steps does the applicant propose to take aimed at promoting the responsible consumption of liquor? .....  
 .....
- (d) 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? .....  
 .....
- (e) 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, as set out below.

### **APPLICATION FOR A SPECIAL LICENCE**

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

- (a) Three copies of the application.
- (b) [Where the applicant is a manager acting for any person pursuant to a property order made under the Protection of Personal and Property Rights Act 1988]. A copy of the property order.
- (c) [Where the applicant is a club and holds a club licence under the Act]. The number of the club licence.
- (d) [Where the applicant is a club but does not hold a club licence under the Act]. Such of the following particulars as the District Licensing Agency may require:
  - (i) [Where the club is incorporated]. A copy of the Certificate of Incorporation or other documentary evidence of its incorporation; and
  - (ii) [Where the club held a charter under the Sale of Liquor Act 1962]. Identifying particulars of the club's charter; and
  - (iii) A copy of the club's constitution or rules:
- (e) [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.
- (f) 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 designed as restricted areas or as supervised areas.
- (g) [Where the applicant is not the owner of the premises]. A written statement from the owner to the effect that the owner has no objections to the grant of the licence.
- (h) The prescribed fee of \$63.00.
- (i) **Each application must be lodged fifteen working days prior to the event.**