



Event reference:
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Hauraki District Licensing Committee

Application for Special Licence – Form 6

Section 138, Sale and Supply of Alcohol Act 2012

To the Secretary
Hauraki District Licensing Authority

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

Type of special licence applied for, and whether event foreseeable

Licence Type: on-site off-site

Whether the event for which the special licence is applied for could reasonably have been foreseen

Yes No

If No, describe circumstances _____

Details of applicant

Full legal name or names to be on licence _____

Whether licence already held for premise or conveyance concerned Yes No

If yes, state kind of licence _____

Address for service of documents _____

Daytime contact name _____ Phone _____

Email address _____

Full name and address of manager or managers to be employed, and certificate numbers of manager's certificate(s): _____

Status of applicant (tick appropriate box)

Natural person Private company Public company
Licensing Trust Partnership Local authority
Trustee Club

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

Government department or other instrument of the crown

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

Experience and Training of Applicant

Premises Details

Address of proposed licensed premises _____

Proposed trading name of premises (if any): _____

Is a licence sought conditional upon construction or completion of the premises? Yes / No (circle)

Does the applicant own the proposed licensed premises? Yes / No (circle)

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

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 under Section 73 of the Act)

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

When is this occasion or event, or series of occasions or events, to occur?

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

Please estimate number of people attending _____

Probable age distribution of people attending _____

Purposes (To be included only where the application is made 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 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 what hours does the applicant intend to sell liquor under the licence?

Please estimate number of people attending _____

Probable age distribution of people attending _____

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 ensure that the requirements of the Act in relation to the sale of liquor to prohibited persons are observed?

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 alcohol? _____

Does the applicant intend to engage in the sale or supply of any goods other than alcohol or food, or the provisions of any services other than those directly related to the sale or supply of alcohol and food: Yes / No _____

If Yes, please state _____

What containers does the applicant propose to sell alcohol in? _____

Dated at _____ this _____ day of _____ 20
(location) (day of month) (month) (year)


Applicant signature

To complete the file for an application for a special licence, the following must be provided for each application:

- The application fee.
- One copy of the application.
- A copy of the property order. (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).
- The number of the club licence. (Where the applicant is a club and holds a club licence under the Act).
- (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 Committee may require:
 - (Where the club is incorporated). A copy of the Certificate of Incorporation or other documentary evidence of its incorporation; and
 - (Where the club held a charter under the Sale of Liquor Act 1962). Identifying particulars of the club's charter; and
 - A copy of the club's constitution or rules
- Identifying particulars of the on-licence or club licence held by the applicant. (Where the application is made for a licence under Section 74 of the Act).
- A plan showing:
 - Those parts of the premises that are to be used for the sale or supply of liquor; and
 - Those parts of the premises (if any) that the applicant intends should be designed as restricted areas or as supervised areas.
 - Principal entrance
- A written statement from the owner to the effect that the owner has no objections to the grant of the licence. (Where the applicant is not the owner of the premises).
- Each application must be lodged twenty (20) working days prior to the event.

Notes

1. This form must be accompanied by the prescribed fee
2. If required to do so by the secretary of the Department Licensing Committee, the applicant must within 10 working days after filing this application with the committee ensure that notice of this application in Form 8 is attached in a conspicuous place on or adjacent to the site to which this application relates.

	Hauraki District Licensing Agency		<i>FRED 648120</i>
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