

Event reference:  
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**Hauraki District Licensing Committee**  
**Application for Club Licence - Form 5**  
**Sections 100 & 127(2) Sale & Supply of Alcohol Act 2012**

To: The Secretary  
Hauraki District Licensing Committee  
PO Box 17  
PAEROA

Application for a: Club Licence  or Renewal of a Club Licence

is made in accordance with the details set out below.

**Details of applicant**

Full legal name or names to be on the licence \_\_\_\_\_

\_\_\_\_\_

Email address \_\_\_\_\_

Is a licence already held for the premises or conveyance  
concerned (if 'yes' please state kind of licence) Yes  No

\_\_\_\_\_

\_\_\_\_\_

Applicant status (state, by reference to [section 28](#) of Sale & Supply of Alcohol Act 2012, the status of the applicant  
for example, natural person or persons, body corporate)

\_\_\_\_\_

\_\_\_\_\_

**For applicant that is a natural person or persons, details:**

Full legal name (including any aliases) \_\_\_\_\_

Usual residential address \_\_\_\_\_

Any Internet sites \_\_\_\_\_ Preferred mode of contact \_\_\_\_\_

Date and place of birth \_\_\_\_\_ Occupation \_\_\_\_\_

Email address of Applicant \_\_\_\_\_

For applicant that is not a Body Corporate, authority under which incorporated \_\_\_\_\_

**For Applicant that is NOT a natural person, or persons** (details of contact person below)

Male  Female

Full legal name (including any aliases) \_\_\_\_\_

Phone number or numbers \_\_\_\_\_

Any Internet sites \_\_\_\_\_ Preferred mode of contact \_\_\_\_\_

Postal address for service \_\_\_\_\_

Email address of applicant \_\_\_\_\_

Business details (describe principal business, or any other businesses) \_\_\_\_\_

Criminal convictions (state all criminal convictions other than convictions for offences against provisions of the Land Transport Act 1998 not contained in Part 6, and offences to which the Criminal Records (Clean Slate) Act 2004 applies)

**Details of Premises** (if not conveyance)

Address \_\_\_\_\_

Any name, trading name, or name of building \_\_\_\_\_

Name of any other club with which applicant shares the premises (state) \_\_\_\_\_

**If premises not owned by applicant**

Tenure (state whether to be held as a leasehold, or under a tenancy agreement or licence)

Full legal name and address of owner \_\_\_\_\_

Whether licence is conditional on completion of building work. Yes  No   
If "yes" please state details.

**Details of Manager(s)** (For each Manager or proposed Manager, please complete the following)

Male  Female

Full legal name: (including any aliases) \_\_\_\_\_

Number and expiry date of Manager Certificate \_\_\_\_\_

For each Manager or proposed Manager, please complete the following

Male  Female

Full legal name: (including any aliases) \_\_\_\_\_

Number and expiry date of Manager Certificate \_\_\_\_\_

For each Manager or proposed Manager, please complete the following

Male  Female

Full legal name: (including any aliases) \_\_\_\_\_

Number and expiry date of Manager Certificate \_\_\_\_\_

For all additional Managers or proposed Managers, please provide their details on a separate page

**Club Details**

Authority under which club incorporated (state) \_\_\_\_\_

Membership (state total membership, and number of members under 18yrs of age) \_\_\_\_\_

Contact details of club secretary (state) \_\_\_\_\_

Whether sale of alcohol intended to be principal purpose of the club Yes  No

If 'No',state intended principal purpose of club \_\_\_\_\_

Is there an intention for the sale or supply of goods other than food and alcohol, or in the provision of any services other than those directly related to the sale or supply of alcohol and food

Yes  No

If "Yes", nature of other goods or services \_\_\_\_\_

Days and hours of proposed sale of alcohol (state) \_\_\_\_\_

**Conditions**

Experience and training of applicant (state) \_\_\_\_\_

Food to be available for purchase (state) \_\_\_\_\_

Non-alcoholic beverages intended to be available for purchase (describe type and range) \_\_\_\_\_

Low-alcoholic beverages intended to be available for purchase (describe type and range) \_\_\_\_\_

To what extent, and where, drinking water is intended to be freely available to patrons (describe) \_\_\_\_\_

If no access to mains water supply, potability of water intended to be available (describe) \_\_\_\_\_

Steps proposed to be taken to provide help with and information about transport options from the premises (describe type and range) \_\_\_\_\_

Steps taken to prevent sale and supply of alcohol to prohibited people (describe) \_\_\_\_\_

Any other steps the applicant proposes to promote the responsible consumption of alcohol (describe) \_\_\_\_\_

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Other systems (including training systems), and staff in place (or to be in place) for compliance with the Act (describe)

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**Attachments (premises that are not a conveyance)**

- Copy of planning certificate consent
- Copies of all relevant building certificate consents
- Floor plan showing:
  - each area to be designated as a supervised area or restricted area, and indicating whether supervised or restricted area;
  - principal entrance
- Copy of any certificate of incorporation (or equivalent documents)
- Names of other clubs with which this club has reciprocal visiting rights for members


Dated at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_  
(location) (day of month) (month) (year)

\_\_\_\_\_  
Applicants Signature

<b>For all licence applications, one of these options must be ticked, and the statement signed and dated:</b>	
<input type="checkbox"/>	That the owner of the building in which the premises are situated provides and maintains an evacuation scheme as required by section 21B of the Fire Service Act 1975; or
<input type="checkbox"/>	Because of the building's current use, its owner is not required to provide and maintain such a scheme; or
<input type="checkbox"/>	Because of the nature of the building, its owner is exempt from the requirement to provide and maintain such a scheme.
_____ Signature and full name	_____ Date

## Notes

1. This form must be accompanied by the prescribed fee.
2. Within 20 working days after filing this application with the District Licensing Committee (or 10 working days if it is an application for renewal), the applicant must give public notice of it in Form 7. The notice must be given in compliance with regulation 36, 37 or 38 of the Sale and Supply of Alcohol Regulations 2013 (whichever applies to this application).
3. Except in the case of a conveyance, within 10 working days after filing this application with the District Licensing Committee, the applicant must ensure that notice of this application in Form 7 is attached in a conspicuous place on or adjacent to the site to which this application relates (unless the Secretary of the District Licensing Committee agrees that it is impracticable or unreasonable to do so).

 <b>HAURAKI</b> DISTRICT COUNCIL	<b>Hauraki District Licensing Agency</b>		M 1579484
	<b>Responsibility:</b> Peter Thom	<b>Date issued:</b> 02/02/2016	<b>Version No:</b> 8
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