



Event reference:
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Hauraki District Licensing Committee Application for Manager's Certificate – Form 17 Section 219, Sale & Supply of Alcohol Act 2012

To: The Secretary
Hauraki District Licensing Committee
PO Box 17
Paeroa 3640

Application for a Managers Certificate is made in accordance with the details set out below.

Details of applicant

Full legal name (including
Aliases)

Date of birth

/ /

Residential
Address

Occupation

Gender Male Female

Are you a NZ citizen?
(circle)

*If no, please explain below what you have authorizing you to work in
NZ*

Yes

No

Address for service of documents

Email address of applicant

Daytime contact name

Phone

Has the applicant been convicted of any offence?

Yes / No (circle one)

If yes, what are the details and dates of that offence?

Nature of offence

Date of conviction

Penalty suffered

Has the applicant had any experience, in particular recent experience, in managing any premises or conveyance in respect of which a licence was in force?

Yes / No (circle one)

If yes, what are the details and dates of that experience?

Has the applicant had any relevant training, in particular recent training?

Yes / No (circle one)

If yes, what are the details of that training and on what dates was it taken?

Does the applicant hold the Licence Controller Qualification?
(or a prescribed qualification within the meaning of Section 218 of the Sale & Supply of Alcohol Act 2012)

Yes / No (circle one)

If Yes, on what date was that qualification obtained?

Does the applicant intend at this time to be the manager of any particular licensed premises?

Yes / No (circle one)

If Yes, what are the identifying particulars of those licensed premises (Premises Name)?

If it is a club, what is the extent of the applicant's involvement in its management activities?

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

Applicant Signature


Note: Please see the notes on the next page outlining the requirements for a complete application

To complete the file for an application for a Manager's Certificate, the following must be provided for each application:

- A copy of the application.
- (Where the applicant claims previous experience in managing licensed premises) Evidence of previous experience.
- (Where the applicant claims relevant training) Evidence in duplicate of relevant training or qualifications.
- Photocopy of the Liquor Controller Qualification Certificate. No Manager's Certificate can be issued without the applicant holding a LCQ Certificate.
- Two character references.

Notes

1. This application must be accompanied by the prescribed fee.
2. If the applicant intends to be the manager of any particular licensed premises, the application must be filed with the Secretary of the District Licensing Committee with which the application for the licence is filed.
3. In all other cases, the application should be filed with the Secretary of the District Licensing Committee for the district in which the applicant is residing.

	Hauraki District Licensing Agency		<i>M 1579478</i>
	<i>Responsibility: Peter Thom</i>	<i>Date issued: 27/04/2017</i>	<i>Version No: 7</i>
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