



Event reference:
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Hauraki District Licensing Committee

Application for On-Licence (for premises) or Renewal of On-Licence - Form 3

Sections 100 & 127(2) Sale & Supply of Alcohol Act 2012

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

Application for a: On-Licence or
Renewal of On-Licence

is made in accordance with the details set out below.

Endorsements *[state (by type) every endorsement sought or sought to be renewed]*

Details of applicant

Full legal name or names to be on the licence

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 or department of State)]*

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

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 a Body Corporate,
authority under which incorporated

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

Postal address for service

Business details

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 for which the Criminal Records (Clean Slate) Act 2004 applies]

For a company

(whether incorporated under the Companies Act 1993 or equivalent foreign legislation), full legal names of directors
[please state]

For a Private Company

Incorporated under the Companies Act 1993 [state authorised capital, paid-up capital, and the following]

Name

Address

Date and place of Birth

Designation

Face value of shares held

For a partnership, legal names and addresses
of partners [*please state*]

Details or Premises (if not conveyance)

Address

Any name, trading name, or name of building

If 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. If "yes" please state details.

Yes

No

Details of conveyance

Type (*state ship, railway carriage, bus etc*)

Tenure

[state whether owned by applicant, or to be operated under charter, lease or licence]

If not owned by applicant, full legal name and
address of owner [*please state*]

Any registration number(s) [*state*]

Any home base address *[state]*

Any name used or proposed for conveyance
[state]

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

Details of Manager(s)

For each Manager or proposed Manager, please complete the following

Full legal name: *(including any aliases)*

Number and expiry date of Manager Certificate

Full legal name: *(including any aliases)*

Number and expiry date of Manager Certificate

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.

Business Details

General nature of the business

To be conducted by applicant in the premises if licence granted (for example, hotel, tavern, restaurant, entertainment/nightclub)

Whether sale of alcohol intended to be principal purpose of business [state] Yes No

If 'No', please state intended principal purpose of business

Is there an intention for the sale of supply of good other than food and alcohol, or in the provision of any services other than those directly related to the sale of supply of alcohol and food? Yes No

If 'Yes', nature of other goods or services

Days and hours of proposed sale of alcohol [state]

In the case only of a BYO restaurant, whether applicant wishes to have licence endorsed under section 37 of the Act [please state yes/no] Yes No

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-alcohol 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 intended 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*]

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

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
- For body corporate application, copy certificate of incorporation (or equivalent documents)

Attachments (conveyance)

- Floor plan showing area to be designated as a supervised area or restricted area, and indicating whether supervised or restricted area;
- For body corporate application, copy certificate of incorporation (or equivalent documents)

Further details where applicant is a company

Full details of each person who holds 20% or more of the shares, or of any particular class of shares, issued by the company

Full legal name (*including any aliases*)

Address

Date and place of Birth

Designation

Face value of shares

Full legal name (*including any aliases*)

Address

Date and place of Birth

Designation

Face value of shares

Further details where applicant is a partnership

Full legal name (*including any aliases*)

Address

Date and place of Birth

Signature of each partner required below

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

 Signature of partner

 Signature of partner

 Signature of partner

 Signature of partner

 Applicants signature

For all licence applications, one of these options must be ticked, and the statement signed and dated:


- 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
- Because of the building's current use, its owner is not required to provide and maintain such a scheme; or
- 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).

	Hauraki District Licensing Agency		<i>FRED 648110</i>
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