

Application for Temporary Authority

Pursuant to section 136 of the Sale and Supply of Alcohol Act 2012

How to apply for a temporary authority

Follow the instructions below to apply for a temporary authority carry on the sale and supply (or delivery) of alcohol under the previous premises licence holder's licence and conditions. Your application will not be lodged unless the application is completed correctly, and all documentation is supplied. Incomplete applications will not be accepted.

What you need to do

- Supply a completed application form
- Supply all required supporting documents (see 'what to include')
- Pay the application fee Please note payment is to be made upon application

What	What to include					
	Completed application form					
	Application fee					
	Proof of right, title estate or interest in premises (lease agreement / sale and purchase agreement etc.)					
$\overline{\Box}$	Detailed A4 scale map of the interior of the premises showing:					
	 → The areas used for the consumption of alcohol (include outdoor areas) → The areas that are to be designated (restricted, supervised, or undesignated) → The principal entrance → Layout of the interior of the premises → For supermarket and grocery stores; the single alcohol area where alcohol will be displayed must be clearly shown → Proposed permitted area for the display and promotion of alcohol, and any proposed sub-area 					
	Copies of each current manager's certificate for those nominated to manage the premises					
	Letter outlining: → Reasons for the application → Experience of the applicant → Proposed trading commencement date					
	Copy of the base licence - the licence currently in force at the premises					

You must pay the application fee of \$296.70 upon application. Your application will not be processed until this fee is paid in full.

All applicants for temporary authorities are required to apply for a new on or off licence within the first three month period after the temporary authority order has been issued.

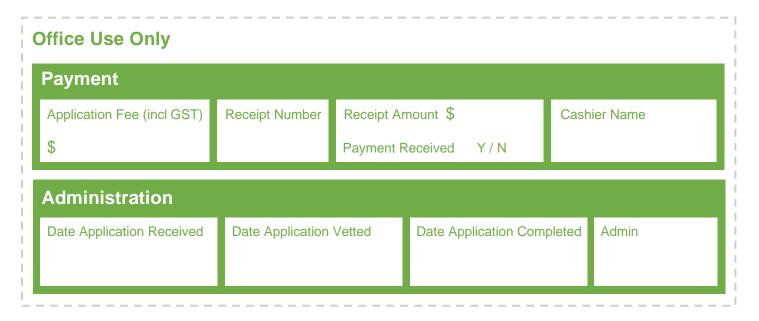
The District Licensing Committee has resolved that only under exceptional circumstance will a second or further temporary authority order be granted where the holder has failed to apply for a new on or off licence within the initial three month period of the first temporary authority order.

IMPORTANT NOTE:

Applications may take up to 4 weeks to process. To ensure the application is processed quicker, please include all requested documents upon application, otherwise there may be delays with your application.

Payment options

You can pay by cash, eftpos or credit card in person at any of our Council service centres. Alternatively, you can pay online at https://www.fndc.govt.nz/services/online-services/Make-a-payment-with-Online-Services.





Application for Temporary Authority Pursuant to section 136 of the Sale and Supply of Alcohol Act 2012

To the Secretary of the Far North District Licensing Committee this application for a temporary authority is made in accordance with the particulars set out below.

Applicant details

1		Full legal name of applicant: (name to appear on licence)						
	Contact	Contact name:						
	Contact phone:			Postal address	Postal address for service documents:			
	Contact	Contact email:						
Has the applicant (or any company directors) been convicted of any offence? If yes, what was the nature of the offence, date of conviction and penalty suffered? (other than conviction 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).			er than Yes No					
	Nature o	of the offence	Date of conviction		Penalty suffered			
3		erience and training ovide examples.	does the applicant have with c	perating a license	ed premises?			
4	Are you a	pplying as an individ	ual? Yes skip question 7		No go to question 7			
5	What is	your occupation?						
6		Date of birth: (DD / MM / YYYY) Place of birth:						
10	What rale	vent training has the	applicant completed in relation	o to the comice or	ad manitoring of alcohol?			
18	vviiat reie	vani training nas the	applicant completed in relation	THO THE SERVICE AT	id monitoring of according			
	Date		Training		Provider			

Company details

Full details of each director/shareholder or partner. If this is a public company, please supply details of each person who holds 20% or more of the shares, or any class of shares issued by the company.

	Shareholder / Director / Partner	Shareholder / Director / Partner	Shareholder / Director / Partner
Name			
Address			
Date of Birth			
Place of Birth			
Designation			
Number of Shares			

Num Shar	ber of es				
Pren	nises details				
8	Address of proposed licensed premises: Postcode:				
9	Proposed trading name of the premises:				
10	Previous trading name of the premises:				
11	What date does the applicant intend to take over ownership of the business?				
12	Does the applicant intend to make any cosmetic or structural changes to the premises? Yes details below No				
13	What right, title, estate, or interest does the applicant have in the premises to which the application relates:				

Business details

12 Manager details – list of all certified managers for the premises:

Name	Date of birth	Certificate number	Certificate expiry

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20	What type of licence is held by the previous owner?	On Off
	License number:	Expiry:

IMPORTANT NOTE

The NZ Police report on all applications and provide information of any convictions or concerns involving the applicant to the District Licensing Committee.

The personal information that you provide in this form will be held and protected by Far North District Council in accordance with our privacy statement, available here.

Applicant's full name:	
Applicants signature	Date (DD / MM / YYYY)