Application for Renewal of Off Licence (for Premises)

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

Is made in accordance with the particulars set out below.

Form 4

Fee:

As prescribed

South Waikato

District Council

The Secretary
South Waikato District Licensing Committee

C/- South Waikato District Council Telephone (07) 885 0340
Private Bag 7 Fax (07) 885 0718

TOKOROA 3444 Email: Alcohol@southwaikato.govt.nz

Check List for Renewal Variation of Off Licence

Please ensure that all relevant documents are attached, failure to attach to the application may result in delayed processing times.

| The follo | owing must be included with application: | (tick) |
|-----------|--|--------|
| 1. | Application Fees - please contact the alcohol Licensing Inspector if unsure. | |
| 2. | Application form, with all sections completed, signed, and dated. | |
| 3. | Certificate of Incorporation/Memorandum of Association (if applicable), | |
| 4. | Partnership Agreement (if applicable), | |
| 5. | Photo or artist's impression of outside of premises. | |
| 6. | Map showing location of premises. | |
| 7. | Detail A4 scale map of the interior of the premises showing: • The areas used for sale of alcohol • Areas that are to be Restricted Area or Supervised Area (if applicable) • All principal entrances • CCTV placement and security lighting (if applicable) | |
| 8. | Written statement from the owner of the building consenting to the applicant selling alcohol on the premises. Note the consent must be for the same party as detailed in the applicant section of this form. | |
| 9. | A Social Responsibility Policy and details in an implementation plan how the policy is put into practice, | |
| 10. | Public Notice - notice is to be completed for advertising on the South Waikato District Council website. | |
| 11. | Copies of each Manager's Certificate for those appointed to the business. | |
| 12. | Supporting information if a variation is being sought. | |
| 13. | Copy of Current Licence | |
| | | |

| 1. | Details of Ap | plicant | | | |
|---------------|----------------------------------|--------------------------|-------------|-----------|---------------------|
| | egal Name or Namo on Licence: | es | | | |
| Wheth | ner licence already | held for premises or co | onveyance c | oncerne | ed? |
| | | Yes | | | No |
| Addre | ss of Applicant: | | | | |
| | | | | | |
| Posta | I Address: | | | | |
| | | | | | |
| | | | | | |
| Name Perso | of Contact n: | | | | |
| Conta | ct Details: | Telephone: | | | Mobile |
| | | Email: | | | |
| Prefe | red Method of Con | tact: | | | |
| 2. | Status of Ap | plicant | | | |
| Natura | | dinary person in their p | orivate | | Private Company |
| | sing Trust or Comm | nunity Trust | | | Trustee |
| | : Company | • | | | Partnership |
| Club | . , | | | | Local Authority |
| Body | Corporate | | | | Department of State |
| 3. | Natural Pers | on Details | | | |
| Full L | egal Name: | | | | |
| Any A | liases: | | | | |
| Resid | ential Address: | | | | |
| Sex: | | | | | |
| | pation: | | | | |
| | of Birth: | | Pla | ce of Bir | irth: |
| Intern | et Site: | | | | |
| Posta | l Address: | | | | |
| Conta | ct Details: | Telephone: | | | Mobile: |
| | | Fax: | | | Email: |
| Prefe | red Method of Con | tact: | | | |
| 4. | Partnership I | Details | | | |
| Full L | egal Name: | | | | |
| Addre | ess: | | | | |
| | | | | | |
| Conta | ct Details: | Telephone: | | | Mobile: |
| | | Email: | | | |
| | red Method of Con | tact: | | | |
| | egal Name: | | | | |
| Addre | | Tolonhana | | | Mobile |
| Conta | ct Details: | Telephone: | | | Mobile: |

| Date of Incorpora | | | | | |
|----------------------|--|--------------------|---------------|------------------------|----------------------------|
| Place of Incorpora | · · · · · · · · · · · · · · · · · · · | | | | |
| | ils of each director: | | | | |
| Name | Address | Date of E | Birth | Place of Birth | Designation |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| If applicant is a pr | ivate company, state | if: | | | II |
| | Authorise | Capital | | I | Paid-up Capital |
| State the full deta | ils of each person wh | no holds any sha | res issued by | the company | |
| | Shareholder 1 | Shareh | older 2 | Shareholder 3 | Shareholder 4 |
| Name: | | | | | |
| Address: | | | | | |
| Date of Birth: | | | | | |
| Place Birth: | | | | | |
| Designation: | | | | | |
| Value of Shares: | | | | | |
| Contact Details fo | or organisation other | than natural pers | on | | |
| Postal Address: (1 | for service of docume | ents) | | | |
| | | | | | |
| Daytime Contact: | | | | | |
| Telephone: | | | Mobile: | | |
| Fax: | | | Email: | | |
| Preferred Method | | | | | |
| Does the applicar | al Convictions In thave any criminal of the control of the contro | | of the Land | Transport Act 1998 no | t contained in Part 6, and |
| | the Criminal Record | | | | |
| | Yes | | | No | |
| If yes, please stat | e the nature of the of | fence, date of the | e offence and | d conviction and penal | ty suffered: |
| | | | | | |
| | | | | | |
| | | | | | |

| 7. Details of Pre | emises | | | | | | |
|---|---|---|-----------------|-------------------------|------------------------------|------------------------|--|
| Address of premises: | | | | | | | |
| · | | | | | | | |
| Trading or other name: | | | | | | | |
| Does the applicant own the | e licensed | premises: | | Yes | | No | |
| If no, state the full name ar | nd address | s of owner: | | | | | |
| Name: | | | | | | | |
| Address: | | | | | | | |
| Tenure: (State whether he | ld as lease | ehold, or under te | enancy agreen | nent or licence) | | | |
| Tonaler (esase imenier ne | | | enane, agreen | | | | |
| Type of Premises: (Tick) | | | | | | | |
| Hotel | | Bottle Store | | Gro | cery | | |
| Tavern | | Complementa | ry Sec.35 | | Other | | |
| Uneconomic Sec.34 | | | Remo | te Seller | | | |
| Premises on which princip | al busines | s is the manufac | ture of alcohol | (e.g., winery, bre | wery) | | |
| | | | | | | | |
| 8. Endorsement | (s) | | | | | | |
| State (by type) every endo | rsement s | ought or sought | to be renewed | (e.g., Section 40 | Remote Selle | r) | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| 9. Details of Mar | nagers | | | | | | |
| | | Di d | 0 115 | | 0 | | |
| 9. Details of Mar | Date of | Birth | Certifica | ate Number | Certifica | te Expiry | |
| | | Birth | Certifica | ate Number | Certifica | te Expiry | |
| | | Birth | Certifica | ate Number | Certifica | te Expiry | |
| | | Birth | Certifica | ate Number | Certifica | te Expiry | |
| | | Birth | Certifica | ate Number | Certifica | te Expiry | |
| | | Birth | Certifica | ate Number | Certifica | te Expiry | |
| | Date of | Birth | Certifica | ate Number | Certifica | te Expiry | |
| Name 10. Business Deta | Date of | | | | Certifica | | |
| 10. Business Deta | Date of | rpose of the bus | | ate Number | Certifica | te Expiry | |
| Name 10. Business Deta | Date of | rpose of the bus | | | Certifica | | |
| 10. Business Deta | Date of | rpose of the bus | | | Certifica | | |
| 10. Business Deta | Date of | rpose of the bus | | | Certifica | | |
| Name Business Deta Is the sale of alcohol the principal If no, what is the principal Whether applicant is engage | Date of ails rincipal purpose of ged, or into | rpose of the bus f the business? ending to be eng | iness? | Yes ale or supply of an | y goods other | No No than alcohol and | |
| Name 10. Business Deta Is the sale of alcohol the principal | Date of ails rincipal purpose of ged, or into | rpose of the bus f the business? ending to be eng | iness? | Yes ale or supply of an | y goods other | No No than alcohol and | |
| Name Business Deta Is the sale of alcohol the principal If no, what is the principal Whether applicant is engage | Date of Date of Date of Date of | rpose of the bus f the business? ending to be eng | iness? | Yes ale or supply of an | y goods other supply of alco | No No than alcohol and | |
| Name Business Deta Is the sale of alcohol the principal of the principal | Date of Date of Date of Date of | rpose of the bus f the business? ending to be eng | iness? | Yes ale or supply of an | y goods other supply of alco | No No than alcohol and | |
| Name Business Deta Is the sale of alcohol the principal of the principal | Date of Date of Date of Date of | rpose of the bus f the business? ending to be eng | iness? | Yes ale or supply of an | y goods other supply of alco | No No than alcohol and | |

- 5 - Application for Renewal Off-Licence

| Current days and hours for sale of alcohol? |
|--|
| |
| |
| |
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| |
| |
| |
| 11. Designation |
| What part (if any) of the premises is currently designated? |
| As a RESTRICTED AREA (where a person who is under 18 years is not permitted on the premises) |
| |
| |
| As a SUPERVISED AREA (where a person under 18, who is accompanied by a parent or legal guardian, may be present and supplied alcohol by the parent or guardian) |
| |
| |
| 12. Additional Information |
| Does the applicant own or operate any other licensed premises? If yes, please list |
| |
| |
| What experience and training does applicant have? |
| |
| |
| What steps does the applicant take to prevent the sale and supply of alcohol to prohibited people (i.e., minors, intoxicated persons) [Describe] |
| |
| |
| What other steps does the applicant take to promote the responsible consumption of alcohol (e.g., prominently display and promote low and non-alcoholic options) [Describe] |
| |
| |
| What kind or kinds of alcohol does the applicant sell or deliver under the licence? |
| |
| |
| State all sensitive sites (e.g., childcare centres, schools, churches etc) within one kilometre of the licensed premises? |
| |
| |
| Has the applicant or applicant's business appeared before the Alcohol Regulatory and Licensing Authority (ARLA) for any reason during the renewal period? If yes, please provide details |

| Has your bu what were the | | bject to a Po | lice controlled purch | nase operatior | n during the | renewal period a | nd if so, when, and |
|--|--|--|---|--|---|--|---|
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| Have you ha | • | nts from the r | neighbours (includir | ng confirmed r | noise compla | aints) that you are | e aware of? If yes, |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | To a | assist in com | pleting this applicat | ion, please se | e Checklist | on front page | |
| For Office | Use Only | | | | | | |
| Date Receiv | ed: | | Invoice: | | Ar | nount: | |
| Debtor: | | | | Receipt No: | | | |
| Notes | | | | Trocorpt Tro. | | | |
| | forms moved by an | | a the a man equile and for a | | | | |
| • Wit | This form must be accompanied by the prescribed fee. 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). | | | | | | |
| 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). | | | | | | | |
| to v | hich this applica | ntion relates (u | unless the Secretary | of the District L | icensing Con | | it is impracticable or |
| to v | hich this applica easonable to do s | ntion relates (u | unless the Secretary of | of the District L | icensing Con | | it is impracticable or |
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| Privacy A | which this applicate asonable to do so ct 1993 information obtains | ation relates (uso). | | r establishing a | | | |
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Applicant's Signature:

FIRE AND EMERGENCY NEW ZEALAND EVACUATION SCHEME PROCEDURE DATA

Section 286 of the Sale and Supply of Alcohol Act 2012 Section 76 of the Fire and Emergency New Zealand Act 2017 Fire Safety and Evacuation of Buildings 1992

| LIC | ENSED PREMISES |
|---|---|
| Name: | |
| Address: | |
| | |
| | |
| | |
| Contact Person: | |
| Phone: | |
| Email: | |
| | |
| | |
| | |
| Do you have an evacuation scheme approved by Fi as required by section 76 of the Fire and Emergenc | |
| astequired by section 70 of the fire and Emergence | y new zeololio net zozz |
| Date approved: | |
| | |
| | |
| Do you have an evacuation procedure as required I | by Fire Safety and Evacuation of Buildings |
| Regulations 1992? | Yes/No |
| Date implemented: | |
| | |
| | |
| What is the maximum number of people that the b | uilding can occupy? |
| Employees:Public: | |
| | |
| Are there any tenants in the building? | Yes/No |
| Are your exit routs and doors indicated by signs? | Yes/No |
| | |
| | |
| DETAILS OF THE BUILDING'S FIRE PROTECTION – PI | ease tick if you have the following: |
| Automatic fire sprinkler | Automatic fire detection |
| Manual fire alarm | Emergency lighting |
| Hose reels Portable fire extinguishers No of | units |
| Other | |
| | |
| Diogratick where applicables | |
| Please tick where applicable: | acuation Scheme/Procedure for the public safety which meets the |
| requirements of Section 76 of the Fire and Emerge | ency New Zealand Act 2017; or |
| | require such a scheme, or that the building is exempt from having to meet |
| the requirements for such a scheme. | |
| Name: | Designation: |
| Signature: | Date: |

Public Notice

Of application for Renewal and/or Variation of Off-Licence Section 101, Sale and Supply of Alcohol Act 2012
Form 7



The Secretary South Waikato District Licensing Committee C/- South Waikato District Council Private Bag 7 TOKOROA 3444

Telephone (07) 885 0340 Fax (07) 885 0718 Email: Alcohol@southwaikato.govt.nz Fee: As prescribed

Applicant - This Notice will be advertised publicly on the South Waikato District Council website

| | Public Notice |
|----|---|
| 1 | Renewal and/or Variation |
| | Off-Licence |
| | Section 101, Sale and Supply of Alcohol Act 2012 |
| 2 | |
| | (Full name, address and occupation of applicant) |
| | |
| 3 | has made application to the District Licensing Committee at Tokoroa for the renewal and/or variation of an Off-licence in respect of the premises |
| 4 | |
| 4 | situated at |
| 5 | and known as |
| | (Name of the Premises) |
| | The general nature of the business conducted (or to be conducted) under the licence is |
| 6 | |
| | (For example: hotel, tavern, grocery store, supermarket, remote seller, other) |
| | The days on which and the hours during which alcohol is (or is intended to be) sold under the licence |
| 7 | are |
| | |
| | (Specify the days and hours alcohol will be sold) |
| 8 | Variation sought as follows: |
| | variation doagnit do follows. |
| | (Please specify) |
| 9 | The application may be inspected during ordinary office hours at the offices of the South Waikato |
| | District Licensing Committee, Tokoroa, Council Building, Torphin Crescent, Tokoroa. |
| | Any person who is entitled to object and who wishes to object to the issue of the licence may, not later than 25 working days after the date of the publication of this notice, file a notice in writing of the |
| | objection with the Secretary of the District Licensing Committee at Private Bag 7, Tokoroa 3444. |
| | No objection to the issue of a licence may be made in relation to a matter other than a matter specified in section 131 of the Sale and Supply of Alcohol Act 2012. |
| 10 | This is the first/second/only publication of this notice. The first publication was made on |
| | (Date) |
| | (Delete where not applicable) |

ONSITE NOTICE

Of application for Renewal and/or Variation of Off-Licence Section 101, Sale and Supply of Alcohol Act 2012



| | ONSITE NOTICE |
|---|--|
| 1 | Renewal and/or Variation |
| | Off-Licence |
| | |
| | Section 101(a) Sale and Supply of Alcohol Act 2012 |
| 2 | |
| | |
| | (Full name, address and occupation of applicant) |
| 3 | has made application to the District Licensing Committee at Tokoroa for the renewal and/or variation of an Off-Licence in respect of the premises |
| 4 | situated at |
| | (Full address of the Premises) |
| 5 | and known as |
| | (Name of the Premises) |
| | The general nature of the business conducted (or to be conducted) under the licence is |
| 6 | ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,, |
| | (For example: hotel, tavern, grocery store, supermarkets, remote seller, other) |
| | The days on which and the hours during which alcohol is (or is intended to be) sold under the licence |
| 7 | are |
| | |
| | (Specify the days and hours alcohol will be sold) |
| | |
| 8 | Variation sought as follows: |
| | (Please specify) |
| | |
| 9 | The application may be inspected during ordinary office hours at the offices of the South Waikato District Licensing Committee, Tokoroa, Council Building, Torphin Crescent, Tokoroa. |
| | Any person who is entitled to object and who wishes to object to the issue of the licence may, not later than 25 working days after the date of the publication of this notice, file a notice in writing of the objection with the Secretary of the District Licensing Committee at Private Bag 7, Tokoroa 3444. |
| | No objection to the issue of a licence may be made in relation to a matter other than a matter specified in section 131 of the Sale and Supply of Alcohol Act 2012. |
| | |

IMPORTANT - PLEASE READ

Please fill the above form out and attach it to your premises so it can be read by persons walking past from the outside.

Once you have done this, please take a photograph of the notice and send it to:

Alcohol@southwaikato.govt.nz