

KĀPITI COAST DISTRICT LICENSING AGENCY
APPLICATION FOR OFF LICENCE

Section 31 Sale of Liquor Act 1989

- 1. Fee \$793.24 for ALL Off Licenses
\$134.93 for Caterers/Auctioneers ONLY**

- 2. Three copies of application required (form attached).**

- 3. Make cheque payable to Kapiti Coast District Council.**

- 4. Supply all necessary documentation.**

Contact person: Licensing Inspector

*Kāpiti Coast District Licensing Agency
C/- Kāpiti Coast District Council,
175 Rimu Road, Private Bag 60601
Paraparaumu 5254*

Ph (04) 2964805 Fax (04) 2964830

APPLICATION FOR OFF-LICENCE

Section 31, Sale of Liquor Act 1989

To: The Secretary
The District Licensing Agency,
at

Application for an off-licence is made in accordance with the details set out below:

1. DETAILS OF APPLICANT(S)

(a) **LICENSEE:**(Company Name, Partnership Name, Natural Person)

Name:

Address:

.....
.....

(b) **E-mail:**

(c) Postal address for service of documents (If different to above)

.....
.....

(d) Daytime contact name and telephone number

(e) Full name and address of proposed manager/s and certificate numbers

.....
.....
.....

(f) Status of applicant (tick appropriate box)

Natural person	<input type="checkbox"/>	Private company	<input type="checkbox"/>	Public company	<input type="checkbox"/>
Licensing Trust	<input type="checkbox"/>	Partnership	<input type="checkbox"/>	Government Department or other instrument of Crown	<input type="checkbox"/>
Local Authority	<input type="checkbox"/>	Trustee	<input type="checkbox"/>	Manager under the Protection of Personal and Property Right Act 1988	<input type="checkbox"/>
Club	<input type="checkbox"/>	Body corporate to which section 30(1)(ba) of the Act applies	<input type="checkbox"/>	Board, organisation, or other body to which section 30(1)(bb) of the Act applies	<input type="checkbox"/>

2. FURTHER DETAILS WHERE APPLICANT IS A COMPANY

(a) Date of incorporation

(b) Place of incorporation.....

.....

(c) Full details of each director, and the secretary, as follows:
Name, address, date of birth, place of birth, designation.

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(d) (In the case only of a private company)

Authorised Capital

Paid-up Capital

(e) (In the case only of a private company) Full details of each person who holds any shares issued by the company:

Name, address, date of birth, place of birth, designation, face values of shares held.

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- (f) (In the case only of a public company) Full details of each person who holds 20 percent or more of the shares, or of any particular class of shares, issued by the company:
Name, address, date of birth, place of birth, designation.

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3. FURTHER DETAILS WHERE APPLICANT IS A PARTNERSHIP:

- (a) Full details of each partner as follows:
Name, Address, Date of Birth, Place of Birth

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.....
.....
.....

- (b) Signature of each partner:

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.....

4. PREMISES DETAIL

- (a) Address of proposed licensed premises
-

- (b) Type of premises (tick appropriate box)

Hotel or Tavern	<input type="checkbox"/>	Club	<input type="checkbox"/>	Premises on which principal business is manufacture or sale of liquor	<input type="checkbox"/>
Supermarket	<input type="checkbox"/>	Grocery Store	<input type="checkbox"/>	Other	<input type="checkbox"/>

- (c) Proposed trading name for premises (if any)
-

(d) Is a licence sought conditional upon construction or completion of the premises?
.....YES/NO.....

(e) Does the applicant own the proposed licensed premises?YES/NO.....

If 'NO' - (i) What is the full name and address of the owner?

.....

.....

.....

(ii) What form of tenure of the premises will the applicant have (including term of tenure)?

.....

(f) What part (if any) of the premises does the applicant intend should be designated as -

(i) A restricted area

(ii) A supervised area

5. BUSINESS DETAILS

(a) Does the applicant seek the licence in connection with the business of a caterer?
.....YES/NO.....

(b) Does the applicant seek the licence in connection with the business of an auctioneer?
.....YES/NO.....

(c) Is the sale of liquor intended to be the principal purpose of the business?.....
.....YES/NO.....

If 'NO'

(i) What is intended to be the principal purpose of the business?
.....

(ii) What part of section 36 of the Act is applicable to this application?
.....

(d) Is the applicant engaged, or intending to be engaged, in the sale or supply of any goods other than liquor and food, or in the provision of any services other than those directly related to the sale or supply of liquor and food?YES/NO.....

If 'YES', what is the nature of those other goods or services?

.....

(e) On which days and during which hours does the applicant intend to sell liquor under the licence?

.....

.....

(f) Does the applicant intend to provide complimentary samples of liquor on the premises?

.....YES/NO.....

6. CONDITIONS

(a) What steps does the applicant propose to take to ensure that the requirements of the Act in relation to the sale of liquor to prohibited persons are observed?

.....

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(b) (Where the principal business is other than the manufacture or sale of liquor) What kind or kinds of liquor does the applicant intend to sell or deliver under the licence?

.....

.....

Dated at this day of 20

.....

Applicant