**Fire Evacuation Statement**

#### *This statement must be accompanied with all new or renewal applications for on-licence (including BYO licences), off-licence, special and club licences in accordance with section 100 and 127 of the Sale and Supply of Alcohol Act 2012.*

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| Applicant details | |
|  |  |
| Premises name: | Add |
|  |  |
| Applicants name:  (Individual or Company) | Add |
|  |  |
| Premises address: | Add |
|  |  |
| Contact phone: | Home: *Add* Mobile: *Add* |
|  |  |
| Contact email: | Add |
|  |  |

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| Fire evacuation scheme | |
| Most commonly a building requires an evacuation scheme because it is used for the following purposes:   * The gathering together, for **any purpose of 100 or more persons:** * Providing **employment facilities for 10 or more persons**: * Providing **accommodation for more than 5 persons** (other than in 3 or fewer household units): * **Storing or processing hazardous substances in quantities exceeding the minimum amounts** prescribed in Schedule 3 of the Fire and Emergency New Zealand (Fire Safety, Evacuation Procedures, and Evacuation Schemes) Regulations 2018.   **See Fire and Emergency New Zealand Act 2017 section 75 and 76 for further information**.    *If you are unsure that the building has or requires an approved evacuation scheme, check with the* ***building owner****. For the requirements of an evacuation scheme or to apply for an evacuation scheme, refer to Fire and Emergency New Zealand web site.* [*www.fireandemergency.nz*](http://www.fireandemergency.nz) *or Contact Fire and Emergency New Zealand, wellingtondistrict-rrteams@fireandemergency.nz.* | |
| Statement | |
| **I hereby state that** (tick one):  the **owner** of the building in which the premises are situated provides and maintains an evacuation scheme as required by section 76 of the Fire and Emergency New Zealand Act 2017;  ***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.  ***NOTE****:*  *If an approved evacuation scheme is not required, the building must have evacuation procedures that meet Part 1 of the Fire and Emergency New Zealand (Fire Safety, Evacuation Procedures, and Evacuation Schemes) Regulations 2018 – this does not require approval by Fire and Emergency New Zealand.* | |
| Name: | Add |
|  |  |
| Signature: | Add |
|  |  |
| Date: | Add |

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| Submitting applications |
| Email completed forms to: licence.application@kapiticoast.govt.nz  **Post to:** **or deliver to:**  Alcohol Licensing Team  Kāpiti Coast District Council Kāpiti Coast District Council  Private Bag 60601 175 Rimu Road  Paraparaumu 5254 Paraparaumu |