APPLICATION FOR ON-

LICENCE OR RENEWAL OF ON-LICENCE

Send or deliver your application to:

District Licensing Committee

Kāpiti Coast District Council

The Secretary



For Councibuse

File #

Form 3, sections 100 and 127(2), Sale and Supply of Alcohol Act 2012

Kāpiti Coast District Council

at Paraparaumu

15 AUG 2025

Private Bag 60601, Paraparaumu 5254 175 Rimu Road, Paraparaumu 5032 Email: licence.application@kapiticoast.govt.nz Telephone (04) 296 4700 Toll Free: 0800 486 486				
Once this application is complete you may make an appointment for a pre-lodgement meeting with a Licensing Inspector at the numbers given above.				
Application forms cannot be accepted by the District Licensing Committee (DLC) over the counter until they have been signed off as complete by the Inspector and a fee category has been calculated. Instructions on how to complete this application are included at the end of the form.				
This application is made in accordance with the particulars set out below:				
1. Application Type				
If you are not filing this renewal application, including paying the fee, at least 20 working days before the licence expires, provide a reason for the late filing as an attachment.				
□ New On-Licence □ Renewal of On-Licence □ Renewal of On-Licence with variation of conditions				
Licence number: WTON/073/2022 Licence number:				
2. Endorsements				
Tick the appropriate box if you want to add an endorsement to the licence				
□ Allow BYO □ On-Licence plus Caterer's On-Licence				
□ BYO Licence only □ Caterer's On-Licence only (no restaurant)				
3. Details of Applicant				
Full legal name or names to be on licence (if a company, must be company name):				
Weikin Investment Ltd				
Whether licence already held for premises or conveyance concerned: Yes No, and if 'Yes' state kind of licence				
4. Applicant Status: by reference to section 28 of Sale and Supply of Alcohol Act 2012				
□ Natural person(s)				
☐ Body Corporate ☐ Public Company				

☐ Other (please specify).....

☐ Partnership

5. For Applicant that is a Natural Person(s)			
Full legal name:			
Any aliases (and/or maiden name):			
Usual residential address: Number	Street:		
Suburb:	City:	Postcode:	
Sex:	Occupation:		
Date of hirth:	Place of birth:		
Telephone:	Mobile:		
Email:			
6. For Applicant that is a Body Corporate, Authority	under which incorporated .		
•			
7. For Applicant that is Not a Natural Person(s), Det			
Name: Josie Chan	Designation/Position: Director		
Telephone: 0211096604		1 S	
Email: finns hotel 2021@ ho	tmail.com		
8. Postal Address for Service			
Number/Street/PO Box: 2 Bech Rd	Suburb:		
City: Paekakaviki	Postcode: 4930		
9. Business Details			
Describe principal business, any other businesses			
hotel			
10. Criminal Convictions			
	er than convictions for offences against provisions of the	Land Transport Act 1998	
Does the applicant(s) have any criminal convictions (other than convictions 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). Yes No, and if "Yes", then please provide nature of the offence, details of conviction, and penalty imposed.			
Picase provide nature of the officion, details of conviction	i) min hairmit inthousage		
11. For a Company whether Incorporated under the Co	ompanies Act 1993 or Equivalent Foreign Legislation	•	
Full Legal Names of Directors:			
Wei xin Investor	vent Ud		

12. For a Private Company Incorporated under the	Companies Act 1993	
Authorised capital: , (Jing ying Chai)	Paid up capital:	
Name: Rae ka Car	Address: Street number	
Street: 2 Beach Kal	Suburb:	
city: Packakaniki	Postcode: \$034	
Date of birth: 7/5/1983	Place of birth: Shanghai (Ch.	ina)
Designation: director	Face value of shares held:	
13. For a Partnership		•
Full legal name of partner:		2
Usual residential address: Number	Street:	
Suburb:	City:	Postcode:
Full legal name of partner:		
Usual residential address: Number	Street:	
Suburb:	City:	Postcode:
14. Details of Premises (if not a Conveyance)		
Address: · Number 2	Street: Beach Rol	÷
Suburb:	Street: Beach Rol City: Paekakaniki	Postcode: 1034
Trading Name: Finns Packakar	niki	
If not Owned by Applicant:		
Tenure: (state whether to be held as leasehold, or under	tenancy agreement or licence)	
Full legal name of owner:		
Address: Number	Street:	
Suburb:	City:	Postcode:
Is the licence conditional on completion of building work:	□ Yes □ No, and if "Yes", state details:	
•	•	•
15. Details of Conveyance	•	
Kind: (eg, ship, railway carriage, bus, etc)		•
Tenure: (state whether owned by applicant, or to be oper	rated under charter lease or licence\	
, smare, totale whether owned by applicant, of to be oper	atou ander orienter, lease, or liberioe;	

If not Owned by Applicant:		
Full legal name of owner:		
Address: Number	Street:	•
Suburb:	City:	Postcode:
Any registration number:		•
Any home base address:		
Any name used or proposed for conveyance:		
Is the licence conditional on completion of construction w	ork: 🛽 Yes 🗘 No , and if "Yes", st	ate details:
16. Details of Duty Manager(s)/Proposed Manager(s)	If more than two certified manage	rs please attach details separately
Full legal name: , Ting King Chan		
Number of manager's certificate: 4//CERT	15019/2015	Expiry Date: (1/01/2027
Full legal name: Jia Song		·
Number of manager's certificate: USPERT	11202/2024	Expiry Date: 26/06/2026
17. Business Details		
State the general nature of the business to be conducted restaurant, entertainment/nightclub) hotel , tavern , restaura		nce granted: (for example, hotel, tavern,
Is the sale of alcohol intended to be the principal purpose business (for example: sale of food; entertainment; according to the sale of food and food are sale of food are sale of food and food are sale of food and food are sale of food and food are sale of food are sale of food and food are sale of food and food are sale of food are sale of food and food are sale of food and food are sale of foo	nmodation).	
Is the applicant engaged, or intending to be engaged, in the food, or in the provision of any services other than those food: Pres No - and if "Yes", advise the nature of provided are compatible with the sale of alcohol. always have food a vaile fruit foo Twice, of alcohol soft drink (cold, sprit, glasser and lighter wine)	directly related to the sale or supply other goods or services. <i>This is to</i>	of alcohol and non-alcoholic refreshments, and assess whether other goods and services

State the days and hours proposed for sale of alcohol (this is licensed hours not trading hours):	
Monday to Sunday Sam to 12 pm	
;	
Do you have, or require, a Trading in Public Place licence to permit consumption of alcohol on footpath: Yes attach and number #	No If 'Yes', please
 18. Conditions Write answer below or attach relevant documents that demonstrate compliance. When including attachments please number the documents, circle 'Yes' and write the document number on '#	Doc attached? Number.
Describe experience and training of applicant: Refreshing Host Resposibility Guide every 3 month with Front staffs Cplease see copy of staff to	Yes / No #
Describe the type and range of food intended to be available for purchase: Our bar snakes on the black board always available during our service between (Dam to 12 pm) such as Fies, wedges, Squid Kings, dumpling & wonton also books choc chip & Afgham, Mini cake, bags of chips	aining register Yes / No #
Describe the type and range of non-alcoholic beverages intended to be available for purchase: Henriken DO % Gruhness D.0/o Covona 0% Garage Project Tiny 0% Gin Giesen 0% Sauv Blanc Tangueray 0% Gin	Yes / No #
Describe the type and range of low-alcohol (2.5% ABV) beverages intended to be available for purchase (list the brands): Steinlarger lighter 25% CPlease see attached Garage Project Fugazi 25% CPlease see attached Mordana Saur Blanc 9% and List Wither Hill Early light Pinot Ctics 9.5%.	Yes / No #
Describe to what extent, and where, drinking water is intended to be freely available to patrons (if no access to mains water supply, also advise the potability of water intended to be available): Free drinking water aways available at bar next to our offee madnine.	Yes / No #

Describe the steps proposed to be taken to prevent the sale and supply of alcohol to prohibited people:	Yes / No
All staff will be trained to request and check thato	#
1 Dea to 12 a such ac 18+ card , amount	7
1 1 1 1 1 1 1 1 1 1	
of st years. Service will be refused to intoxicated persons or minors. Clear signage regarding ago restrictions and intoxication	
will be displayed at all points of sale.	
Describe any other steps the applicant proposes to promote the responsible consumption of alcohol (for instance	Yes / No
host responsibility practices): Free water will be available at all times	#
Food options will be available during licensed whoms. Low and non-alcoholic beverage options will be promoted at bar. Statt will moniter patron be aviour and encourge moderate consumptions.	
in accordance with host responsibility practices.	
Describe any other systems (including training systems), and staff in place (or to be in place) for compliance with	Yes / No
the Act: All staffwill be show On licensed premises toolkit to learn how to serve and host regions ibility training before duties.	#
how to serve and host regionsibility training before duties.	
tofter every 3 months can have another refreshment to the every 3 months can have another refreshment of the manager with a current Manager's Certificate will be orderly at all times when plushed is being sold or supplied Incident logs will be main	
A manager with a current managere centred incident logs will be main	rinal
and reviewed regularly.	
Describe any actions that have been taken to ensure the good order and amenity of the locality would not be likely to be:	Yes / No
 reduced, by more than a minimal extent, by granting the licence; or 	#
 increased, by more than a minimal extent, by the refusal to renew the licence. This includes issues such as noise (including amplified music, people in outdoor areas or arriving or leaving 	
promised the affects on consitive users within locality such as are schools schools and medical centres:	
Noise levels are regularly monitored to ensure Contliance with local regulations, with amplified music kept within permitted limits. Patrons are encouraged to leave the premises quietly and respect fully. Out door areas are suprevised, and our staff are keep eye on and peak time to crowd time as well. These measures have ensured that the amounty and good and	
encouraged to leave the promises quietly and respect fully. Out door areas	
are suprevised, and our statt are keep eye on and peak time to crowd	1
time as well these measures have ensured that the amounty and good and	
of the locality have been maintained driving the current Greence period	el.
	\/
For Licence Renewal Only: Describe any conditions of the licence the applicant seeks to vary or cancel: To be filled in for each condition the applicant seeks to vary or cancel – attach additional pages as necessary	Yes / No #
Terms of condition at present:	
* Pisplay of host responsibility and alcohol service signager at all point Provision of the nature, food, and non-alcoholic beveragers at all times. * Compliance with noise limits set by the staff refused to Continuous. * Maintenance of an incident register at the applicant seek to vary the condition?	rours #
& Provision of the nator, God and non-alest in by anger at all for	Sale #
* Mainterance of an incolor of resister a the state for the	
Action sought: Variation Cancellation. If Variation, in what respect does the applicant seek to vary the condition?	
After Spw, whote (restaurant) change to Restricted	
area.	

Full reasons for variation or cancellation:	
	ù.
19. Attachments (if Not a Conveyance) When including attachments please number the documents, circle 'Yes' and write the document number on '#'	Doc attached? Number.
A statement, or signed declaration, regarding the premises need for an evacuation scheme, as set out in section	Yes / No
100(d) of the Act for new applications, or section 127(e) of the Act for renewals. The Declaration of Evacuation Scheme template is available on the Council website.	#
Copy of planning consent: Please attach certificate to show that the proposed use meets the requirements of the	Yes / No
Resource Management Act 1991. Not required for renewal unless the business activity or type has changed since	#
the last version.	#
Copies of all relevant building certificates consents: Please attach certificate to show that the proposed premises	Yes / No
meet the requirements of Building Code 2004. Not required for renewal unless structural changes have been	#
undertaken since the last issue or renewal.	H
A scale floor plan showing the licensed area and, if applicable, each area to be designated as a supervised area or	Yes / No
restricted area, and the principal entrance. If this is a renewal application, include your existing 'approved alcohol	#
licensed area' and check for any changes.	
For body corporate applicant, please attach a copy of certificate of incorporation (or equivalent document). Not	Yes / No
required for renewal unless changes have occurred since the last issue or renewal.	#
Advise if a Crime Prevention Through Environmental Design (CPTED) assessment has been undertaken or any improvements to the design and layout in accordance with CPTED. Yes No, and if 'Yes' attach a copy, and if	Yes / No
'No' complete a CPTED checklist (see HPA and the Ministry of Justice websites for more information).	#
	V th
Please attach a photograph or artist's impression of the exterior of the proposed premises. Not required for renewal unless major changes have been undertaken since the last issue or renewal.	Yes / No
To home and the second second and the second	#
Please attach a map showing the location of the premises. Not required for renewal.	Yes / No
	#
For the following documents, if they are already attached in response to a previous section you do not need to provide Just circle the 'Yes' and repeat the document number you have given it.	le twice.
Please attach a copy of your Host Responsibility Policy.	Yes / No
The same of the sa	#
	#
Please attach a copy of a sample food menu.	Yes / No
	#
If the premises are owned by another party, please attach an owner's statement or copy of lease to show there is no objection from the owner to the issue of a licence for the proposed premises. <i>Not required for a renewal unless</i>	Yes / No
the lease or ownership arrangements have changed.	#
	<u> </u>

area to be designated as a supervised area or equivalent document). Not required for real. The conveyance. Not required for renewal renewal. The to a previous section you do not need to provide it. The tris statement or copy of lease to show there is the conveyance of any particular class of shares, issued by the sares, or of any particular class of shares, issued by the sares, or of any particular class of shares, issued by the sares, or of any particular class of shares, issued by the sares, or of any particular class of shares, issued by the sares, or of any particular class of shares, issued by the sares, or of any particular class of shares, issued by the sares, or of any particular class of shares, issued by the sares.	Yes / No # Yes / No # Yes / No #
renewal. The conveyance. Not required for renewal renewal. The to a previous section you do not need to provide it. The tris statement or copy of lease to show there is the company of the copy of	#
e to a previous section you do not need to providen it. er's statement or copy of lease to show there is be. Not required for a renewal unless the	#
r's statement or copy of lease to show there is be. Not required for a renewal unless the	Yes / No # Yes / No # Yes / No #
ce. Not required for a renewal unless the	# Yes / No # Yes / No #
ce. Not required for a renewal unless the	#Yes / No #
ce. Not required for a renewal unless the	#
ares, or of any particular class of shares, issued b	artho company
	y trie company.
ress:	
of birth:	
gnation:	
ress:	
City:	
of birth:	
gnation:	
ress:	
•	
of birth:	
gnation:	
:	e of birth: ignation: ress:

22. Further details when Applicant is a F	Partnership		
Name:	Address:		
Suburb:	City:		
Postcode:	Date of birth:	Date of birth:	
Place of birth:	Date:	Signature:	
Name:	Address:		
Suburb:	City:	City:	
Postcode:	Date of birth:		
Place of birth:	Date:	Signature:	
Name:	Address:		
Suburb:	City:		
Postcode:	Date of birth:	·	
Place of birth:	. Date:	Signature:	
	sclose any personal information i	t considers relevant to my application to the	
Medical Officer of Health and/or the L	Licensing Inspector for the purpo	se of assessing my suitability.	
Name: Jingying Chay		λ / Λ	
Date: 12/8/25	Signature:	figlingle	
Dated at location: Packakaniki			
Privacy Statement		·	
to enable your application to be proc made available to the public on reque Committee, the NZ Police, the Medica form part of a public hearing of your used in the Committee's decision for Council is required to keep a statutor on them. Council is required to repor	essed under the Sale and Supply est. The information will be provious of the information will be provious of the information will be provious application before the Kapiti Coary your application. Decisions will ry register of all applications and to statistics about applications to	ation will be held by Kapiti Coast District Council of Alcohol Act 2012. This information will be ded to the Kapiti Coast District Licensing Licensing Inspectors. This information may set District Licensing Committee and may be be made publicly available. the District Licensing Committee's decisions the Alcohol Regulatory and Licensing mation under the Local Government Official	

Me	thod of payment (must be made at time of application)
Q	have paid at a Kāpiti Coast District Council Service Centre when I delivered this application.
	I have paid by electronic transfer (Council Bank Account Number: 03-0732-0306101-00) and quoted my name and "alcohol" in the reference fields; and
	☐ I have included proof of electronic payment with this application.
Hov	w I would like to receive my alcohol licence (please select <u>one</u> only)
	I will collect the alcohol licence – please contact me when it is ready by Phone or Email
	OR Please email the alcohol licence to me.

Next Step: Once your application is complete, if you would like to make an appointment for an optional pre-lodgement meeting with the Licensing Inspector then please Telephone (04) 296 4700 or Toll Free: 0800 486 486.

After your application is lodged

Public Notices

You are responsible for giving notice within 20 working days of the Council formally accepting your application (or 10 working days if it is an application for renewal) and the Council will send you a template to approve. The notice and application will be made available on the Public Notices page of Council's website for a period of 25 working days. A copy of this notice must also be displayed in a conspicuous place on the premises or conveyance to which this application relates for the period of public notification.

Guidance for Completing On-Licence Application Form

Background

The object of the Sale and Supply of Alcohol Act 2012 is that the sale, supply, and consumption of alcohol should be undertaken safely and responsibly; and the harm caused by the excessive or inappropriate consumption of alcohol should be minimised.

It is a legal requirement of the Sale and Supply of Alcohol Act 2012 that you must have a licence before you can sell or supply alcohol.

Before lodging application

If your application for a NEW licence is regarding 'premises - not a conveyance', you must also apply for certificate of compliance with the Resource Management Act and the Building Act from the Kapiti Coast District Council. A 'conveyance' means an aircraft, coach, ferry, hovercraft, ship, train, or other vehicle, used to transport people.

Cor	npleting your application	Who should complete which fields
1	Type of Application	All applicants to complete.
2	Endorsements	Only complete if seeking an endorsement for BYO or Caterer. This is for restaurants who only allow BYO and caterers who also have a restaurant or only cater.
3	Details of Applicant	All applicants to complete. If a company receives profits then apply in company name.
4	Applicant Status	All applicants to complete.
5	For Applicant that is Natural Person(s)	Only complete if applicant is a natural person. A natural person is an individual. Complete all sections.
6	For Applicant that is Body Corporate	Only complete if applicant is a body corporate.
7	For Applicant that is <u>not</u> a Natural Person(s)	Only complete if applicant is a body corporate, partnership, private company or public company. Complete all sections.
8	Postal Address for Service	All applicants to complete.
9	Business-Details	What is your principal business? For example restaurant, entertainment centre, sale of alcohol (ie tavern).
10	Criminal Convictions	Convictions of applicant directors or shareholders. All applicants to complete.
11	For a Company full legal names of directors	Only complete if applicant is a public or private company.
12	For a Private Company	Only complete if applicant is a private company incorporated under the Companies Act 1983.
13	For a Partnership	Only complete if applicant is a partnership.
14	Details of Premises (if not a conveyance)	All applicants must complete either 14 or 15.
		A 'conveyance' is premises which are used to transport people such as an aircraft, coach, ferry, hovercraft, ship, train, or other vehicle.
15	Details of Conveyance	A 'premises - not a conveyance', are any other type of premises (building) for which you are seeking a licence.
16	Details of Duty Manager(s)/Proposed Managers	All applicants to complete. If more than 2 please attach details separately.
17	Business Details	All applicants to complete.

18	Conditions	All applicants to complete.
19	Attachments (if not a conveyance)	All applicants must complete either 19 or 20 (see 14/15).
20	Attachments (conveyance)	
21	Further Details where Applicant is a Company	Only complete if private or public company.
22	Further Details where Applicant is a Partnership	Only complete if a partnership.
23	Signature of Applicant	All applicants to complete.

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.

1. Applicant details

Premises name:

Applicants name:

(Individual or Company)

Premises address:

Contact phone:

Mobile: 02/1096604

Contact email:

Atoms hotel 2021 @ hotmail.com

2. 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 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 premi evacuation scheme as required by section 7 2017;	ses are situated provides and maintains an 6 of the Fire and Emergency New Zealand Act
<u>OR</u>	
because of the building's current use, its ow scheme;	ner is not required to provide and maintain such a
<u>OR</u>	
because of the nature of the building, its own maintain such a scheme.	ner is exempt from the requirement to provide and
NOTE:	
that meet Part 1 of the Fire and Emergency New	ed, the building must have evacuation procedures Zealand (Fire Safety, Evacuation Prccedures, and does not require approval by Fire and Emergency
Name: Jingying	Chon
Signature:	
Date: 11/8/25	
Submitting applications	
Email completed forms to: licence.application@k	apiticoast.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

STARTERS

TOASTED CIABATTA \$14.00

With herb & garlic butter, grilled cheese drizzled with balsamic glaze

FINNS PATE \$16.00

Chicken liver pate served with sage & onion relish, mango chutney and grilled ciabatta

(STARTERS CAN BE CHANGE TO GLUTEN FREE BREAD EXTRA \$3)

MEALS

CRANBERRY CHICKEN (DF) or HALLOUMI SALAD \$24.00

Grilled chicken or Halloumi, garden salad, tomato, cranberry, pumpking & sun flower seeds drizzled house salad dressing, topped with kumara crispies

PRAWN & BACON SALAD (GF)(DF) \$28.00

Pan fried prawn and bacon served on garden salad and tomato drizzled with aioli & basil pesto

RISOTTO (GF)(V) \$24.00

(Add Chicken \$30.00)

A creamy risotto with onion, mushroom, sundried tomatoes, baby spinach, parmesan cheese and feta

CHICKEN BACON ON CIABATTA \$25.00

Crumbed chicken and bacon on a toasted ciabatta with lettuce, tomato, brie then drizzled with aioli & basil pesto

CREAMY CHICKEN PENNE CARBONARA \$25.00

Grilled chicken, bacon, onion and mushroom in a creamy cabonara sauce

*GF=Gluten Free V=Vegetarian DF= Dairy Free

https://www.facebook.com/Finns-Paekakariki

FISH 'N CHIPS

One Piece \$25.00 Two Pieces \$34.00

Choice of pan fried, crumbed or beer battered dory fish served with fries, garden salad and homemade tartare sauce and lemon

DOUBLE DOWN CRISPY CHICKEN STACK \$25.00

Crispy chicken fillets with lettuce, tomato, pineapple ring and BBQ sauce & fries with aioli

FINNS FISH BURGER \$23.00

Crumbed dory fish with lettuce, tomato, and tartare sauce & fries with aioli

ANGUS BEEF BURGER \$23.00

180G Beef patty with grilled bacon, brie, beetroot, lettuce and tomato & fries with aioli

VEGETARIAN BURGER (V) \$22.00

Vegetarian pattie with tomato, lettuce and brie & fries with aioli

ANGUS PURE SCOTCH \$36.00

300g scotch fillet with fries and salad, side of a rich jus and onion rings

STICKY BBQ PORK RIBS \$28.00

· Homemade BBQ spare ribs served with fries and garden salad

LAMB SHANK

One Shank \$28.00 Two Shanks \$40.00

Oven slow cooked lamb shank served with roast vegetables and beans, carrots and red peppers

Side

Bacon \$7.00 Potato Rosti \$6.00

Mushroom \$7.00 Egg (1) \$3.00

Grilled Tomato \$5.00 Gluten Free Bread \$3.00

Side Fries \$7.00 Garden Salad \$7.00

Add Chicken \$8.00 Add Halloumi \$8.00

CPTED checklist for licensed premises (ix)

		Yes	No	N/A
Bar Area	Bar staff have good visibility of entire premises	✓		
	Area behind the bar is raised to improve visibility	V		
	Bar area is open with no obstructions affecting monitoring of premises	V		
	Cash registers are front facing If cash registers are not front facing, mirrors are installed for monitoring customers	/		
	Safe is out of public view	\	9	
T.	Premises is laid out so staff can monitor all patrons at all times	V		
	There are no obstructions within the bar causing blind spots		V	
	Where there may be blind spots, mirrors or CCTV are installed	V		
ul layo	Bar is easily approached by customers	/		
Internal layout	Sufficient seating is provided	/	,	
	Customers cannot climb on structures or fittings			
	A ventilation system is installed	V		
	Premises are maintained at a suitable temperature	V		
Crowding	The premises are not overcrowded		/	
	• The maximum number of patrons for the premises is displayed and complied with		* ;	
Lighting	Internal lighting is suitable	✓		
	Lighting allows door staff to check IDs etc.	/		
	Lighting allows staff to monitor patrons inside the premises	/		
	No areas are too dark inside the premises		/	
	Internal lighting can be raised in an emergency or incident and at closing time	/		
	External lighting is suitable	\ \		
	External security lighting is installed	J		

CPTED checklist for licensed premises continued...

	•	Yes	No	N/A
	The premises are maintained at a suitable temperature	✓		
areas	Outdoor drinking areas are monitored by bar and/or security staff	V		
	Lighting allows staff to monitor patrons	✓		
OUtdoor drinking areas	Customers can move easily around the outdoor drinking areas	✓		
oor dr	Outdoor drinking areas are well defined from surrounding external environment	✓		
JUtdo	Pavement creep is not evident,			
	Outdoor drinking areas are not overcrowded ,		√,	
•	A street trading licence or equivalent is held and is current			
	CCTV is installed	\checkmark		
<u>}</u>	CCTV is positioned to monitor vulnerable areas	J		
CCJ	Patrons are aware of the CCTV system	J		
	Staff understand its operation	\checkmark		
Þ	Entrances and exits are visible from behind the bar area	\checkmark		
ances ar exits	CCTV is installed to monitor blind entrances and exits	\checkmark		
Entrances and exits	Door staff monitor entrances and exits	\checkmark		
ŧП	Where queuing occurs outsides the premises, there is sufficient space	\cup		
Toilets	Toilet facility entrances are visible from the bar area .	√		
<u></u>	Tailets are inspected regularly	\checkmark	•/	
	There are sufficient numbers of staff to ensure control of the premises	V		
Staff	Staff are visible to patrons	U		
St	Staff monitor the premises for conflict and crime	\mathcal{I}_{I}		
	Security staff are properly trained and certified	19		