



FORM 8 - APPLICATION FOR CLUB LICENCE
Section 55, Sale of Liquor Act 1989

Application for a Club Licence is made in accordance with the details set out below.

1. Details of Club

- (a) Club Name: _____
Trading Name: _____
- (b) Is the Club incorporated? **Yes/No**
If Yes: (i) Under what Act is the Club incorporated? _____
(ii) What is the date of the Club's incorporation? _____
- (c) Postal address for service of documents: _____

- (d) Day time contact name: _____ Cell Phone: _____
Telephone number Daytime _____ Evening _____
- (e) Manager(s) to be employed:
Name _____ Certificate No _____
Address _____

Name _____ Certificate No _____
Address _____

Name _____ Certificate No _____
Address _____
- (f) Status of club (tick appropriate box)
 Chartered Club Sports Club Other
- (g) Predominant purpose ie activities of the club _____

Hours and days of the week that the activities take place _____

- (h) Membership _____ of whom about _____ are under the age of 18 years
- (i) Secretary's Full Name: _____
Address: _____
Occupation: _____

2. Premises Details

- (a) Street address of Club premises _____
- (b) Is a licence sought conditional upon construction or completion of the premises? **Yes / No**
- (c) Does the applicant own the proposed licensed premises? **Yes / No**
If No, (i) What is the full name and address of the owner? _____

What form of tenure will the Club have? _____(include term of tenure and copy of agreement)

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

(i) A restricted area _____

(ii) A supervised area _____

(e) Does the club share the premises with any other club? _____

Yes / No

If Yes,

(i) What is the name of the other club? _____

(ii) What months of the year do the respective clubs use the premises?

3. Conditions

(a) On which days and during which hours does the Club intend to sell liquor under this licence?

(b) What provision does the Club intend to make for the sale and supply of -

(i) Food _____

(ii) Non-alcoholic refreshments _____

(iii) Low-alcohol beverages _____

(c) What steps does the applicant propose to take to provide assistance with or information about alternative forms of transport from the licensed premises?

(d) What other steps does the applicant propose to take aimed at promoting the responsible consumption of liquor?

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

EVACUATION SCHEME (tick (a), (b) or (c) as appropriate)

An evacuation scheme is required for buildings where:

- 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
- Storing or processing hazardous substances in quantities exceeding the prescribed minimum amounts

(a) **The building in which the premises is situated has an evacuation scheme for public safety which meets the requirements of Section 21A of the Fire Service Act 1975, and the requirements as set out in the documentation of the approved evacuation scheme has been maintained in accordance with Section 21b of the Act** OR

(b) The building, by reason of its current use, does not require such a scheme, or that the building is exempt from having to meet the requirements for such a scheme.

(c) Have you held a trial evacuation at the premises? **YES / NO**
These must be held every six (6) months and notified to the Fire Service.

CHECK TICK LIST

Have you enclosed your application fee of **\$793.24**? **Yes** **No**

Have you enclosed a photograph of premises , copy of the club's constitution , a location map , a plan of premises , Local Authority Compliance Certificate , a Certificate of Incorporation , a copy of the Menu and a **Host Responsibility Policy** .

Signed on behalf of the _____ Club by _____
(Designation)

Dated at Invercargill _____ 20____