

ENVIRONMENTAL SERVICES

Waimakariri District Licensing Committee

Information Sheet Application for Temporary Authority

Section 136, Sale and Supply of Alcohol Act 2012

A Temporary Authority allows a new licensee buying an existing business with a liquor licence to trade on the same terms and conditions as the previous licensee.

The Temporary Authority application fee is \$296.70. You will be provided an invoice (in person or by email) after you submit your application. Please note applications will not be processed until the fee is paid.

A licence is issued for a period of up to three months.

When a Temporary Authority application is made we would ask that the On-Licence or Off-Licence application form accompany it.

If this is not possible because of time limits, we would expect the full application to be lodged within two weeks of applying for the Temporary Authority.

The full application is to be submitted with plans etc, as set out in the Sale and Supply of Alcohol Act 2012.

ENVIRONMENTAL SERVICES

Waimakariri District Licensing Committee

Application for Temporary Authority

Section 136, Sale and Supply of Alcohol Act 2012

To: The Secretary
Waimakariri District Licensing Committee
Private Bag 1005
Rangiora 7440

Application is made in accordance with the particulars set out below (please tick)

Details of applicant

Full legal name: _____

Residential address: _____

Occupation: _____

Postal address for service: _____

Postcode: _____

Daytime contact number: _____ Mobile number: _____

Email address: _____

Details of licence

On-Licence Off-Licence Licence number(s): _____

Details of premises

Address of licensed premises: _____

Trading name for premises (if any): _____

Details of conveyance

Type of conveyance (eg. ship, train, bus etc): _____

Homebase address: _____

Trading or other name (if any): _____

Registered number of conveyance (if any): _____

Further details

What right, title, estate or interest does the applicant have?

In the premises (or conveyance) to which the application relates:

In any business conducted in the premises (or conveyance) to which the application relates:

Note: The following items are required as proof of the above:

- A signed copy of any Purchase of Business agreement; and
- Written consent from the owner of the premises.

OR Evidence that the applicant has purchased the property.

Date the Temporary Authority should commence: _____

Does the applicant intend to carry on the sale and supply, or sale and delivery of alcohol personally? Yes No

If 'No', what is the name, address and occupation of the person who will manage the sale and supply (or sale and delivery) of alcohol?

Name: _____

Address: _____

Occupation: _____

Holder of Manager's Certificate? Yes No

What are the reasons for this application?

Attachments

Please attach the following documents:

Company documents (if applicant is a company)

Business purchase agreement and property owner's consent, or evidence that the applicant has purchased the premises

Character reference and some proof of experience in the alcohol industry for any person(s) who will be 'hands on' involved with the sale of alcohol

The application fee for each Temporary Authority is \$296.70

The District Licensing Committee may require notice of this application to be given to any person or persons it may specify.

Note: This application and all supporting documentation must be lodged with the Committee at least 10 working days before the Temporary Authority is required to commence.

Authorisation

Applicant name: _____

Date: _____

Applicant signature: _____

(must not be signed by an Agent or Solicitor).

PLEASE NOTE - A signature is not required if you submit this form electronically. By entering your name in the box above you are giving your authority for this application to proceed.

Processing Timelines

Applications should be made well before your certificate is required. On average about 5-6 weeks is required for a standard application to allow for processing, statutory reporting on your application, and issuing of a District Licensing Committee (DLC) decision on your licence. Timelines will be longer if there are agency oppositions or missing information on your application.