



Sale of Liquor Act 1989  
**Application for Off Licence**

To: The Secretary  
Ashburton District Licensing Agency,  
P O Box 94  
ASHBURTON

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

**1 Details of Applicant(s):**

(a) Full Name: .....

(b) Postal address for service of documents: .....

(c) Daytime Contact Name and Telephone Number: .....

Email .....

(d) Full Name and Address of Manager or Managers to be employed, and certificate numbers of manager's certificate(s):

.....  
.....

(e) Status of Applicant (*tick appropriate box*):

Natural Person

Private Company

Public Company

Licensing Trust

Partnership

Government Department or  
other instrument of Crown

Local Authority

Trustee

Manager under the Protection of  
Personal and Property Rights Act 1988

Club

Body Corporate to which Section  
391)(bb) of the Act applies

Manager under the Protection of  
Personal and Property Rights Act 1988

**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
.....	.....	.....	.....	.....
.....	.....	.....	.....	.....
.....	.....	.....	.....	.....

- (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 value of shares held
.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....

- (f) *(In the case only of a public company)* Full details of each person who holds 20 per cent 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
.....	.....	.....	.....	.....
.....	.....	.....	.....	.....
.....	.....	.....	.....	.....

**3 Further Details where Applicant is a Partnership**

- (a) Full details of each partner as follows:

Name	Address	Date of birth	Place of birth
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....

- (b) Signature of each partner:

.....

**4 Premises Details**

- (a) Address of proposed licensed premises .....
- (b) Type of Premises (*tick appropriate box*)

Hotel or Tavern	Club	Premises on which principal business is manufacture or sale of liquor
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Supermarket	Grocery Store	Other
<input type="checkbox"/>	<input type="checkbox"/>	<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**- What is intended to be the principal purpose of the business  
.....
- (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 Acts in relation to the sale of liquor to prohibited persons are observed?

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

(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 Ashburton this .....day of ..... 20.....

.....  
Applicant

**Notes**

- 1 In respect of the status of the applicant, see Section 30 of the Sale of Liquor Act 1989.
- 2 For the matters that are to accompany this application, see Regulation 8(2) of the Sale of Liquor Regulations 1990.
- 3 Within 20 working days after filing this application with the District Licensing Agency, the applicant must give public notice of the application in Form 1. The notice must be published twice in a newspaper or newspapers circulating in the district and nominated by the Secretary of the District Licensing Agency, with not less than 5 days and not more than 10 days between the 2 dates of publication.
- 4 Within 10 working days after filing this application with the District Licensing Agency, the applicant must ensure that notice of the application in Form 1A is attached in a conspicuous place on or adjacent to the site to which the application relates (unless the Secretary of the District Licensing Agency agrees that it is impracticable to do so).