



Sale of Liquor Act 1989
Application for Renewal of Licence
(for on-licence, off-licence, or club licence)

To: The Secretary
Ashburton District Licensing Agency
PO Box 94
ASHBURTON

OFFICE USE ONLY	
File No.	
Property Association	
Variation Sought	Yes/No
Replacement Licence required to: - variation	
- redefinition	

Application for the renewal of a licence is made in accordance with the details set out below.

1. Details of Licence

- (a) Full name:
- (b) Post address for service of documents:
- (c) Daytime contact name and telephone number:
- (d) Email

2. Details of Manager

Full name and address of all managers currently employed, and certificate numbers of manager's certificates:

Name: _____

Certificate No: _____ Expiry Date: _____

Name: _____

Certificate No: _____ Expiry Date: _____

Name: _____

Certificate No: _____ Expiry Date: _____

Name: _____

Certificate No: _____ Expiry Date: _____

3. Details of Licence

- (a) Type of licence (*tick appropriate box*):

On-Licence

Off-Licence

Club Licence

- (b) Number:

- (c) Date of expiry:

4. Details of Premises *(To be included only where the licence applies to any premises)*

- (a) Address:
- (b) Trading or other name (if any):
- (c) *(If a Club Licence)* 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?

5. Details of Conveyance *(To be included only where the licence applies to any conveyance_*

- (a) Type of conveyance:
- (b) Address of home base (if any):
- (c) Trading or other name (if any):

6. Conditions

- Are any changes sought to the present conditions of the licence? Yes / No
If Yes, -
- (a) what changes are sought?
 - (b) what are the full reasons for the changes sought?

Dated at Ashburton this day of 20...

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Licensee

NOTES

1. This form should be used in respect of on-licences, off-licences, and club licences. Special licences are not renewable.
2. This application should be filed with the District Licensing Agency no later than 20 working days before the expiry of the licence. After that time, it may be filed only with the permission of the District Licensing Agency. In no case may the application be filed after the licence has expired.
3. For the matters that are to accompany this application, see Regulation 18(2) of the Sale of Liquor Regulations 1990. The fee must be paid when the application is lodged (Refer to the Current Schedule of Fees and Charges) <http://www.ashburtondc.govt.nz/council/Fees+and+Charges.htm>
4. Within 10 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 days of publication.
5. 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 or unreasonable to do so).