



Application for Temporary Authority
Section 136, Sale and Supply of Alcohol Act 2012

Application Number: /
 Fee Paid: \$296.70
 Receipt Number:
 Checked:

To The Secretary
 District Licensing Committee
 Timaru District Council
 PO Box 522
 Timaru 7940

1 Details of Applicant

a) Applicants legal full name (i.e. individual or organisation):

.....

For each individual applicant, partner or company director or shareholder, please provide date of birth, occupation/current employment and residential address:

Full Legal Name	Residential Address	Date of Birth	Drivers Licence / Passport Number

Note: if the applicant is a company, please also attach a current Certificate of Incorporation.

b) Daytime Contact Name:
 Postal Address:
 Daytime Contact Number:.....
 Mobile Number:
 Email:

2 Details of Existing Licence

- a) Type of Licence: On Off
- b) Existing Licence Number(s):.....
- c) Expiry Date(s):
- d) **If conveyance:** Type of Conveyance:.....
Address of Home Base (if any);.....
- e) Trading name of existing premises:.....

3 Details of Premises

- a) Address.....
- b) Trading Name:

4 Further Details

- a) What right, title, estate, or interest does the applicant have—
 - in the premise/business to which the application relates?
.....

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

- Copy of lease or written consent from the owner of the premises**
- OR**
- Evidence that the applicant has purchased the property.**

Proposed Takeover Date:.....

- b) Does the applicant intend to carry on the sale and supply (or delivery) of alcohol personally?
 Yes No

If No, what is the full legal name, address, and occupation of the person through whom the applicant intends to carry on the sale and supply (or delivery) of alcohol?

Name:

Address:

Occupation:

- c) What are the reasons for the application?
.....

5 Duty Manager Details

List details of ALL manager(s) to be employed and certificate numbers of their Manager’s Certificate(s).

Please list:

All existing DM’s that you will be retaining, and

Any new DM’s that you will appoint when you take over the business.

Note: We may consider the appointment of any duty manager’s currently appointed to the premises but not listed by you to be terminated.

Name	Address	Certificate Number

6 Existing Licence

A temporary authority, if granted, permits you to operate the business on the same conditions as the existing base licence.

Have you got a copy of the existing licence?

Yes No

Have you read and do you understand the conditions of the existing licence

Yes No

Dated at this day of /

.....

Signature of Applicant

Documents Required:

- Company documents (if applicant is a company)
- Signed copy of the lease agreement; or
Signed copy of a Sale and Purchase Agreement that confirms the deed of assignment of the lease.
- Evidence that the applicant has purchased the property
- A signed copy of the purchase of business agreement; or
A signed copy of any business contract agreement
- 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. Please make cheque(s) payable to the Timaru District Council.
- Copy of existing alcohol licence held for the premise

Notes:

- ***The District Licensing Committee may require notice of this application to be given to any person or persons it may specify***
- ***A Temporary Authority can only be issued for up to three months and during this time you need to obtain your own licence.***
- ***As soon as you receive your Temporary Authority you should start gathering the supporting information you will need for your new licence application.***
- ***Have your new licence application lodged within six weeks of the granting of your Temporary Authority. This means the licence(s) can be processed and granted before your Temporary Authority expires.***
- ***If there is a good reason you are unable to lodge a new licence application before your Temporary Authority expires you need to let us know as soon as possible so we can work with you.***