

To: The Secretary  
Tasman District Licensing Committee  
Private Bag 4  
Richmond 7050

# Application for Temporary Authority

## Section 136, Sale and Supply of Alcohol Act 2012

Application for temporary authority to carry on the sale and supply (or delivery) of alcohol is made in accordance with the details set out below.

### 1. Applicant details

Applicant's full legal name (i.e. individual or company):

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

<i>Full Name:</i>	<i>Residential Address:</i>	<i>Date of Birth:</i>	<i>Occupation/Current employment:</i>
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### 2. Criminal convictions

Has the applicant been convicted of any offence, diversion or any matter currently before the Court (including traffic offences)?

(tick one)  Yes  No

If "Yes", what are the details of each offence?

<i>Name:</i>	<i>Nature of Offence:</i>	<i>Date of Conviction:</i>	<i>Penalty Suffered:</i>
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### 3. Contact person

Name: 

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Ph.(Bus): 

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 Ph.(Pvt): 

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Mobile: 

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 Fax: 

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Email: 

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## 4. Details of licence

Type of Existing Licence: *(tick one)*  On Licence  Off Licence Licence Number(s):

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### 5a. Details of premises *(if not a conveyance)*

Address:

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Current trading name:

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### b. What right, title, estate, or interest does the applicant have in the premises?

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**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.

### c. Details of conveyance *(To be included only where the licence applies to any conveyance)*

Type of conveyance: *(tick one)*  Ship  Bus

Home base address:

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Name of conveyance:

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## 6. Further details

### a. Date the Temporary Authority should commence:

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### b. Does the applicant intend to carry on the sale and supply, or sale and delivery of alcohol personally? *(tick one)* Yes No

If **"Yes"**, please provide details of any previous experience in the sale of alcohol or attach a CV:

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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:

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Address:

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Occupation:

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Holder of Managers Certificate: *(tick one)*  Yes  No

If **"No"**, please provide details of any previous experience in the sale of alcohol or attach a CV:

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## 7. Details of managers

There must be at least one certified manager associated with the business. For each manager, please provide full legal name, number and expiry date of manager's certificate.

Name: \_\_\_\_\_

Managers Certificate #: \_\_\_\_\_ Expiry Date of Managers Certificate: / /

Name: \_\_\_\_\_

Managers Certificate #: \_\_\_\_\_ Expiry Date of Managers Certificate: / /

Name: \_\_\_\_\_

Managers Certificate #: \_\_\_\_\_ Expiry Date of Managers Certificate: / /

## 8. IMPORTANT – PLEASE sign and date here

<p>Signature of applicant: _____</p>	<p>Date: _____</p>
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## 9. Attachments required

- Certificate of Incorporation (if applicant is a company)\*  
\*These can be downloaded from [www.business.govt.nz/companies/](http://www.business.govt.nz/companies/)
- Business purchase agreement and property owner's consent, or evidence that the applicant has purchased the premises.
- CV, or details of experience in the alcohol industry for any person(s) who will be 'hands on' involved with sale of alcohol.

## 10. Payment

**The application fee is \$296.70 for each licence.**

**Payment can be made by:**

- Cheque, payable to Tasman District Council
- Cash, cheque or eftpos/credit card (note: credit card incurs a fee) at any Council Service Centre
- Online payment to: ASB 12-3193-0002048-03. Use 'Alcohol TA' and name of applicant as a reference.

## What happens next?

**Your application will be sent to the Police and the Licensing Inspector who may contact you to discuss your application.**

## Notes

- 1 Please read the "Taking Over An Alcohol Licensed Premises" information sheet before completing this form**
- 2 This application and all supporting documentation must be lodged with the Agency at least 10 working days before the Temporary Authority is required to commence.**
- 3 The District Licensing Committee may require notice of this application to be given to any person or persons it may specify.**

*Feel free to contact us:*



Tasman District Council  
Email [info@tasman.govt.nz](mailto:info@tasman.govt.nz)  
Website [www.tasman.govt.nz](http://www.tasman.govt.nz)  
24 hour assistance

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189 Queen Street  
Private Bag 4  
Richmond 7050  
New Zealand  
Phone 03 543 8400  
Fax 03 543 9524

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Murchison 7007  
New Zealand  
Phone 03 523 1013  
Fax 03 523 1012

Motueka  
7 Hickmott Place  
PO Box 123  
Motueka 7143  
New Zealand  
Phone 03 528 2022  
Fax 03 528 9751

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14 Junction Street  
PO Box 74  
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New Zealand  
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