

# Application for variation or cancellation of condition of licence



## Checklist

**Please contact the Licensing Inspector to arrange a pre-lodgment check of your application. Your application will not be accepted without an appointment with the inspector.**

### The following must be included with your application

- ☐ The completed, signed, and dated application form.
- ☐ Scale Plan showing requested variation(s) *(if applicable)*.
- ☐ Public notice – Form 7 is to be completed and attached for checking prior to you placing it in a local newspaper and displaying it on the premises in a conspicuous place.
- ☐ I understand that I must publicly advertise within 20 working days after filing the application.
- ☐ This checklist.

The licence is subject to the provisions of the Sale and Supply of Alcohol Act 2012 (the Act) and conditions of the District Licensing Committee (dlc).

You must place a notice in a local newspaper within 20 working days after you submit your application. The notice must be published twice (not more than ten days and not less than five days apart). You must also display a visible notice on the site of the proposed premises within 10 working days after submitting the application.



- use a blue or black pen to mark your answers; and
- print clearly.

Application for the variation or cancellation of condition of a licence is made in accordance with the details set out below.

**Details of applicant** *(Please print in CAPITALS)*

Email

## Licence details

Expiry date

**Details of premises** *(Please print in CAPITALS)*

Physical address of premises

## Office use only

TARARUA DISTRICT COUNCIL • 26 GORDON STREET • PO BOX 115 • DANNEVIRKE 4942 • 06 374 4080 • [INFO@TARARUADC.GOV.T.NZ](mailto:INFO@TARARUADC.GOV.T.NZ)

---

## Conditions

Terms of condition at present


Action sought: ☐ Variation ☐ Cancellation ☐ Club licence

If variation, in what respect does the applicant seek to vary the condition?


Full reasons for variation or cancellation


---

## Signature

Dated at  this  day of  2 0

Print name

Signature of applicant

---

## Please note

1. This form must be accompanied by the prescribed fee.
2. Within 20 working days after filing this application with the District Licensing Committee, the applicant must give public notice of it in Form 7. The notice must be given in compliance with Regulation 37 or 38 of the Sale and Supply of Alcohol Regulations 2013 as if this application for variation were an application for the renewal of a licence.

## Privacy Statement

*Personal information contained in your application and any supporting information will be held by Tararua District Council. It will be provided to the District Licensing Committee, Police, Medical Officer of Health, New Zealand Fire Service, and Licensing inspectorate, and may be provided to the licensing authority, as part of the licensing process. Personal information and supporting information may be included in the District Licensing Committee's decision, which will be publicly available. Any member of the public may request an extract from records and registers held by the Council. These requests are subject to the Local Government Official Information and Meetings Act 1987.*

# FORM 7

## Public notice



### Variation of condition of licence

Section 101, Sale and Supply of Alcohol Act 2012

Full name on the licence (e.g. company name, partnership, natural person)

  

Postal address

has made application to the District Licensing Committee at Dannevirke for the variation of an

☐ on licence    ☐ off licence    ☐ club licence

in respect of the premises situated at

  

Physical address of premises

known as

Trading name of premises

The general nature of the business to be conducted under the licence is

Type of business (e.g. hotel, tavern, restaurant, entertainment/nightclub)

The days on which and the hours during which alcohol is intended to be sold under the licence are

  

Specify days and hours (e.g. Monday to Sunday, 8:00am to 2:00am the following day)

The application may be inspected during ordinary office hours at the office of the Tararua District Licensing Committee at the Dannevirke Service Centre, 26 Gordon Street, Dannevirke.

Any person who is entitled to object and who wishes to object to the issue of the licence may, not later than 15 working days after the date of the publication of the first notice, file a notice in writing of the objection with the Secretary of the District Licensing Committee at Tararua District Council, PO Box 115, Dannevirke 4942.

No objection to the issue of a licence may be made in relation to a matter other than a matter specified in Section 105 of the Sale and Supply of Alcohol Act 2012.

(In case of publication in newspaper/s) This is the  first /  second publication of this notice.

(In case of second publication in newspaper/s) This notice was first published on (date)  /  /  2 0