



Application for Manager's Certificate

Section 219, Sale and Supply of Alcohol Act 2012

To: Otorohanga District Council, PO Box 11, Otorohanga 3940
Phone: 0800 734 723 | Fax: 07 873 4300 | Web: www.otodc.govt.nz | Email: info@otoidc.govt.nz

To the Secretary
District Licensing Committee Otorohanga District Council
Application for a manager's certificate is made in accordance with the details set out below:

Details of Applicant

Full Legal Name: _____ Male Female

Also known as (alias): _____

Residential Address: _____

Town: _____

Post Code: _____

Current Place of Employment: _____

Date of Birth: _____

Occupation: _____

Place of Birth: _____

Postal Address: _____

Town: _____

Post Code: _____

Contact Phone Number: _____

Mobile Number: _____

Email Address: _____

Drivers Licence No: _____

Criminal Convictions

State all criminal convictions (other than convictions for offences against provisions of the Land Transport Act 1998 not contained in Part 6, and offences to which the Criminal Records (Clean Slate) Act 2004 applies).

Has the applicant had any experience (in particular recent experience) in controlling any premises or conveyance in respect of which a licence was in force? Yes No

If Yes, what are the details and dates of that experience?

Has the applicant had any relevant training, in particular, recent training? Yes No

If Yes, what are the details of that training and on what dates was it taken?

Does the applicant hold the Licence Controller Qualification (or a prescribed qualification within the meaning of section 218 of the Sale and Supply of Alcohol Act 2012)? Yes No

If Yes, on what date was that qualification obtained? _____

Does the applicant intend at this time to be the manager of any particular licensed premises?

Yes No

If Yes, what are the identifying particulars of those licenses premises?

If it is a club, what is the extent of the applicant's involvement in its management and activities?

Dated at: _____

Date: _____

Signature of applicant: _____



Notes:

- 1 This application must be accompanied by the prescribed fee of \$316.25 (including GST).
- 2 This application must be filed with the District Licensing Committee before the certificate expired.
- 3 If the applicant intends to be the manager of any particular licensed premises, the application must be filed with the Secretary of the District Licensing Committee with which the application for the licence was filed.
- 4 In all other cases, the application should be filed with the Secretary of the District Licensing Committee for the district in which the applicant is residing.

Documents required to accompany application:

- 1 Reference from employer stating applicant is currently/will be employed as a manager at the licensed premise and evidence of previous experiences where the applicant claims previous experience in managing licensed premises.
- 2 Where a person holds the Licence Controllers Qualification (LCQ), a copy of the Qualification Certificate shall accompany this application.