

NOTICE OF MANAGEMENT CHANGE
Section 231, Sale and Supply of Alcohol Act 2012



Name of Licensed Premises: _____

Licensee: _____ Licence Number: _____

Address of Licensed Premises: _____

Contact Phone: (_____) _____ Contact Fax: (_____) _____

What are you notifying? (Please tick and complete the applicable box below)

New Certificate Holding Manager

Full Name: _____ Effective from: _____ / _____ / 20_____

Certificate Number: _____ Certificate Expiry Date: _____

Temporary Manager (see s.229, Sale and Supply of Alcohol Act) Effective from: _____ / _____ / 20_____ to _____ / _____ / 20_____

Full Name: _____ Date of Birth: _____

Residential Address: _____

Who they are replacing: _____ Certificate Number: _____

Reason: _____

Note that a temporary manager must apply for a manager's certificate within two working days of their appointment.

Acting Manager (see s.230, Sale and Supply of Alcohol Act) Effective from: _____ / _____ / 20_____ to _____ / _____ / 20_____

Full Name: _____ Date of Birth: _____

Residential Address: _____

Who they are replacing: _____ Certificate Number: _____

Reason: _____

Termination/Cancellation of Manager Appointment

Full Name: _____ Effective from: _____ / _____ / 20_____

Certificate Number: _____ Certificate Expiry Date: _____

Forward a copy of this completed form, within two working days of the appointment (or termination), to:

The Secretary
Otorohanga District Licensing Agency
C/- Otorohanga District Council
PO Box 11
Otorohanga 3940

New Zealand Police
PO Box 17
Otorohanga 3940
Attention: Alcohol Licensing

Email: info@otodc.govt.nz

Fax: (07) 873 8047

Signature of licensee: _____ Date: _____

Name: _____ Position (director, partner etc): _____