



APPLICATION FOR RENEWAL OF LICENCE
(for on-licence, off-licence, or club licence)
SECTION 18, 41, and 64, SALE OF LIQUOR ACT 1989

KAIKOURA DISTRICT LICENSING AGENCY
 P O BOX 6 KAIKOURA
 OFFICE, 34 ESPLANADE

1. DETAILS OF LICENSEE

(a) Full Name(s): _____

(b) Postal address for service of documents: _____

(c) Daytime contact Name: _____
 Daytime contact Telephone number: _____

2. DETAILS OF MANAGER

Full details of all managers currently employed, and certificate numbers of manager(s) certificate(s)

Full Name	Address	Certificate Number

3. DETAILS OF LICENCE

(a) Type of licence (*tick appropriate box*)

On-Licence

Off-Licence

Club Licence

(b) Number: _____

(c) Date of expiry: _____

4. PREMISES DETAILS (*To be included only where the licence applies to any premises*)

(a) Address of premises: _____

(b) Trading or other name (if any): _____

(c) (*If a club licence*) does the club share the premises with any other club? **Yes** **No**

If yes: (i) what is the name of the other club: _____

(ii) What months of the year do the respective clubs use the premises?: _____

Office Use Only

RC 55 \$793.24 Date: _____ Receipt # _____

5. DETAILS OF CONVEYANCE (*To be included only where the licence applies to any conveyance*)

- i. Type of conveyance _____
- ii. Address of home base (if any) _____
- iii. Trading or other name (if any) _____

6. CONDITIONS

Are any changes sought to the present conditions of the licence? **Yes** **No**

If Yes:

- (a) What changes are sought? _____
- (b) What are the full reasons for the changes sought? _____

Dated at Kaikoura this _____ day of _____ 20 _____

Licensee

Please make cheque payable to the Kaikoura District Council.

Notes

1. This form should be used in respect of on-licences, off-licences, and club licences. Special licences are not renewable.
2. This application should be filed with the District Licensing Agency no later than 20 working days before the expiry of the licence. After that time, it may be filed only with the permission of the District Licensing Agency. In no case may the application be filed after the licence has expired.
3. For the matters that are to accompany this application, see regulation 18(2) of the Sale of Liquor Regulations 1990.
4. Within 10 working days after filing this application with the District Licensing Agency, the applicant must give public notice of the application in form 1. The notice must be published twice in the Kaikoura Star, with not less than 5 days and not more than 10 days between the 2 dates of publication.
5. Within 10 working days after filing this application with the District Licensing Agency, the applicant must ensure that notice of the application in form 1A is attached in a conspicuous place on or adjacent to the site to which the application relates (unless the Secretary of the District Licensing Agency agrees that it is impracticable or unreasonable to do so.)