

# Temporary Authority Application Form



Section 136 of Sale and Supply Alcohol Act 2012

## What you need to do

- Supply completed application form
- Supply all required supporting documents
- Pay application fee

## How to submit your application

- Post - Thames-Coromandel District Council, Private Bag 1001, Thames 3540 New Zealand
- Email - [customer.services@tcdc.govt.nz](mailto:customer.services@tcdc.govt.nz)
- Drop off your application at any of our service centers

## What to include

- Proof of right, title estate or interest in premises
- A current floor plan of the premises
- Copies of current managers certificate for those nominated to manage the premise
- Provide a letter outlining reasons for application, experience of applicant and trading commencement date

**Application fee \$296.70**

## Payment options

By Mail - Send a cheque with the application to Thames-Coromandel District Council, Private Bag 1001, Thames 3540

In person - You can pay by cash, eftpos or credit card at any of our service centers Thames, Whangamta, Whitianga and Coromandel or online at [www.tcdc.govt.nz/internetbanking](http://www.tcdc.govt.nz/internetbanking)

<b>Office use only</b>	APPLICATION FEE (Including GST)	RECEIPT NUMBER	\$	<input type="checkbox"/> PAYMENT RECEIVED	CASHIER NAME
	\$		\$		
COMMENTS					

# Application for Temporary Authority



Section 136, Sale and Supply of Alcohol Act 2012

To the Secretary of the Thames-Coromandel District Licensing Committee this application is made in accordance with the details set out below.

Status of applicant (tick appropriate box)

Natural Person     Partnership     Company     Other (specify) \_\_\_\_\_

Applicant name (name to appear on licence)	
Applicant's date of birth (if an individual or partnership)	Gender
Contact phone number	Postal address
Email address	

Does the applicant (or any company directors) have any criminal convictions?     YES     NO

If YES, what was the nature of the offence, date of conviction and penalty suffered?

Nature of the offence	Date of conviction	Penalty Suffered

## Details of existing licence

Kind of licence

ON     OFF     Licence number \_\_\_\_\_

## Premises details

Address of proposed licensed premises
Proposed trading name
Previous trading name

## Application details

What date does the applicant intend to take over ownership of the business?

What relevant experience and training does the applicant have regarding the sale and supply of alcohol?

Managers details - For each manager or responsible person state full legal name, date of birth, address and managers certificate number.

Name	Address	DOB	Manager Certificate Details

Does the applicant intend to make any cosmetic or structural changes to the premises?

### IMPORTANT NOTE:

The New Zealand Police report on all applications and provide information of any convictions or concerns involving the applicant to the District Licensing Committee.

The form is also publicly available on request.

Applicant Name	Applicant Signature	Date (DD/MM/YYYY)
----------------	---------------------	-------------------