

APPLICATION FOR LANDLORD CONSENT FOR A CLUB LICENCE Community Leases

What you need to apply for an alcohol club licence

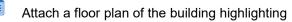
- Original application form.
- A copy of your host responsibility policy and an alcohol management plan see <u>Write</u> <u>a host responsibility policy</u>.
- A photo of the main entrance.
- A copy of the floor plans highlighting restricted or supervised areas and the main entrance.
- A copy of your Certificate of Incorporation and Public Liability Insurance.

1.Site Details			
Park or property:			
Site address:			
2.Applicant Details			
Club or Group name:			
Contact person: (include designation)			
Daytime phone number:			
Email:			
Postal address:			
Is this application for a New club licence or Renewal of a club licence?			
New	Renewal		
	For a renewal please attach a copy of your previous club licence		
Hours and days of licence			
Days	Hours		

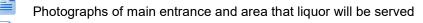


Please indicate what actions, plans and processes will be implemented for the following:			
Catering arrangements What else is to be sold e.g. food, non-alcoholic drinks; the availability of free water			
Noise minimisation plans How will you promote good behaviour to maintain levels of noise and reduce nuisance and vandalism; how will you deal with unruly behaviour; the type and frequency of training for you and your staff			
Security precautions Health and safety plan; steps that you'll take to promote the safe consumption of alcohol; steps that you'll take to ensure that the requirements of the Act are met in relation to the sale of alcohol to prohibited persons (i.e. minors and intoxicated people)			
Name and position of manager/s or on-site contact/s to whom the licence is to be issued			

Additional Information



- Area liquor licence will apply
- o Restricted areas
- Supervised areas



- Attach a copy of your Alcohol Management Plan
 - Attach a copy of your Certificate of Incorporation and Public Liability Insurance
- Please email your completed form and supporting documents to <u>CFLeases@aucklandcouncil.govt.nz</u>
- Please note that while we endeavour to address all queries and consents as quickly as possible, we typically have a five working day response time for landlord consents for club licences.

Applicant signature:	Date:
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