

Form 17

**APPLICATION FOR
 MANAGER'S CERTIFICATE**

Section 219, Sale and Supply of Alcohol Act 2012

Application for a manager's certificate is made in accordance with the details set out below:

Details of applicant:

Full legal name (including any aliases): _____

Date of Birth: _____ Place of Birth: _____

Male Female

Occupation : _____

Residential Address : _____

Postal address for service of documents (if different from above) :

Daytime contact name (if not applicant): _____

Daytime phone number: _____ Cell: _____

Email: _____

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

No

Yes What are the details and dates of that experience?

Office Use Only

Area Office Stamp	Records	LIQ -
	Doc No:	Container: 300/35/5/ Payment: Cash/Chq/Credit/DD/Eft \$ 316.25

Has the applicant has any relevant training, in particular, recent training?

- No
- 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)

- No
- Yes On what date was the qualification obtained? _____

Note: If this qualification was based on the Sale of Liquor Act 1989 then you will also need to complete the Bridging Test found at <http://serviceiqskillsonline.org.nz/lcq-bridging-test>

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

- No
- Yes What are the identifying particulars of those licensed premises?
-

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

Dated at _____ this _____ day of _____

Signature of applicant

Fee paid by: Cash Cheque EFT-Pos
 Credit Card Direct Debit

Please attach the following:

- Character reference.
- Licence Controller Qualification (LCQ) and any Bridging Test certificate if appropriate.
- Reference (written) from current employer or Club Committee, confirming position/duties and any need for certificate.
- Evidence to support any experience claimed in the alcohol industry, e.g. detailed references from employers, or an affidavit.
- Evidence to support any relevant training/qualification claimed, e.g. proof of attendance, details of course content.
- Photographic Identification eg Drivers Licence or Passport
- Overseas residents seeking to work in New Zealand should provide a photocopy of their passport details.
- The fee of \$316.25 - Cheques to be made payable to the Southland District Council or Direct Debit to 02 0924 0064987 00 reference LIQ MC <your surname>

**Have you completed ALL relevant sections of this form?
Incomplete applications WILL be returned.**