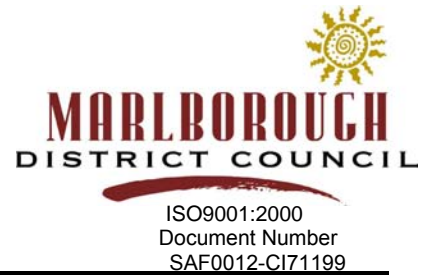


To: The Secretary  
Marlborough District Council Licensing Agency  
Seymour Square  
PO Box 443  
Blenheim 7240



# Application for Manager's Certificate

This application is made under Section 118 of the Sale of Liquor Act 1989

## SECTION ONE

**Type of certificate:** (Tick appropriate box)

General Manager      Club Manager  
                     

**Details of Applicant:**                       male                       female

Full name, address, and occupation .....

Date of Birth .....

Postal address for service of documents .....

Daytime contact name and telephone number .....

Has the applicant been convicted of any offence ? (criminal, traffic or otherwise) **Yes / No**

If **Yes**, what are the details of each offence ?

Nature of Offence .....

Date of Conviction .....

Penalty Suffered .....

Nature of Offence .....

Date of Conviction .....

Penalty Suffered .....

Please give details of any relevant experience (eg; managing licensed premises/bar work). Remember to attach proof of experience, eg; letters from employers giving details of your work experience.

| Premise | Position and Duties | Dates |
|---------|---------------------|-------|
| .....   | .....               | ..... |
| .....   | .....               | ..... |
| .....   | .....               | ..... |

Has the applicant had any relevant training? **Yes / No**

If **Yes**, what are the details of that training (please provide proof)?

.....  
.....

Does the applicant hold the Licence Controller Qualification ? **Yes / No**

If **Yes**, on what date was that qualification obtained ? .....

Please **attach** a copy of the Licence Controller Qualification Certificate.

If **No**, you will be required to undertake some study. The Marlborough District Licensing Agency has access to further information on the courses available in your area.

[To be included only where the applicant seeks a Club Manager's Certificate]. What is the extent of the applicant's involvement in the management and activities of the club ?

.....  
.....

Does the applicant intend at this time to be the manager of any particular licensed premises ? **Yes / No**

If **Yes**, what are the identifying particulars of those licensed premises ?

.....

**Note:** The applicant must be currently working in the industry to be granted a Manager's Certificate.

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**Please include application fee. Refer to [www.marlborough.govt.nz](http://www.marlborough.govt.nz) for a list of fees.**

.....  
Signature of Applicant(s)

.....  
Date

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**NZ Police Supplement**

As applicant for this Licence/Manager's Certificate, you are requested to sign the authorisation below. Failure to allow Police to disclose this information may result in your application only being determined at a Hearing held by the Liquor Licensing Authority where you will be required to attend and present the information for this Authority's consideration.

**AUTHORISATION**

"The Police are required to report on this application. That report may include the release of any previous convictions you may have. You will receive a copy of that report. Do you consent to the release of this information ?" **Yes/No**

Signature of Applicant ..... Date .....

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**Please Note:**

If the applicant intends to be the manager of any particular licensed premises, the application must be filed with the District Licensing Agency with which the application for the licence was filed. In all other cases, it should be filed with the District Licensing Agency for the district in which the applicant is residing.

Every application for a manager's certificate shall be accompanied by the following:

One copy of the application:

(Where the applicant claims previous experience in managing licensed premises) Evidence in duplicate of previous experience:

(Where the applicant claims relevant training or qualifications) Evidence in duplicate of relevant training or qualifications:

(Where the applicant intends to be the manager of a particular club) Evidence in duplicate of the applicant's involvement in the management and activities of the club:

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