

Renewal of Manager's Certificate Application

Form 19 - Section 219 - Sale and Supply of Alcohol Act 2012

To: The Secretary
Marlborough District Licensing Committee
15 Seymour Street
PO Box 443
Blenheim 7240

Date Received:

Office Use Only:

CERT/_____/_____

Receipt #

Surname:

Checklist

Please provide the following with your application:

- Completed application and documentation (incomplete applications will not be processed)
- APPLICATION FEE – \$316.25 (*inclusive of GST*) - This is an application fee and is therefore non-refundable after the application is received by Marlborough District Council
 - Cash / Eftpos Credit Card (counter only – 2.3% fee applies)
 - Internet Banking – Pay to Account No. 02 0600 0202861 02
(use applicants name as reference)

Date Paid _____

- If your manager's certificate was not issued/renewed in the Marlborough District Council, please provide a copy of your original certificate and most recent notice of renewal, if applicable.

Application for a Manager's Certificate is made in accordance with the details set out below.

Invoice Details – If your employer is paying for the invoice, please supply details below

Name of fee payer for this application:

Billing email address: _____

Purchase order (if applicable): _____

Details of Current Certificate

Does the applicant hold a prescribed qualification (as per front page):

Yes No

If yes, on what date was the qualification obtained? _____

Number: _____ Date of Expiry: _____

Details of Applicant

First Name: _____ Surname: _____
(Include middle names)

Sex: Male / Female / Other Date of Birth: _____ Place of Birth: _____

Occupation: _____

Current place of employment: _____
(In regard to sale and supply of alcohol)

Email: _____

Phone: _____ Mobile: _____

Home address: _____

_____ Postcode: _____

Postal address (if different from above): _____

_____ Postcode: _____

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) This doesn't include speeding offence/parking tickets but does include drivers licence disqualification.

Please attach separate sheet if required.

What steps has the applicant taken to manage the sale and supply of alcohol pursuant to the licence with the aim of contributing to the reduction of alcohol related harm (how has the applicant applied host responsibility in the management of the licensed premises):

Declaration

Signature of Applicant: _____
(type your name if submitting online)

I confirm that the above information is true and correct.

Date: _____

Notes

1. This application must be accompanied by the prescribed fee.
2. If the applicant intends to be the manager of any particular licensed premises, the application must be filed with the Secretary of the District Licensing Committee with which the application for the licence was filed.
3. In all other cases, the application should be filed with the Secretary of the District Licensing Committee for the district in which the applicant is residing.

Once you have completed and signed this form, either save it and send via email to mdc@marlborough.govt.nz or you can print it out and drop it into the offices on Seymour Street or post to: Marlborough District Council, PO Box 443, Blenheim 7240.