

Notice of Management Change



MARLBOROUGH
DISTRICT COUNCIL



Section 231, Sale and Supply of Alcohol Act 2012

Name of Licensed Premises	<input type="text"/>		
Licensee	<input type="text"/>	Licence Number 52/	<input type="text"/>
Address of Licensed Premises	<input type="text"/>		
Contact Phone:	<input type="text"/>	Contact Email	<input type="text"/>

What are you notifying? (Please tick and complete the applicable box below)

New Certificate Holding Manager Effective from

Full Name

Certificate Number Certificate Expiry Date

Temporary Manager (see s.229, Sale and Supply of Alcohol Act)

Effective from Effective to

Full Name Date of birth

Residential Address

Who they are replacing Certificate Number

Reason

Note: that a temporary manager **must** apply for a manager's certificate within two working days of their appointment.

Acting Manager (see s 230 Sale and Supply of Alcohol Act)

Effective from Effective to

Full Name Date of birth

Residential Address:

Who they are replacing Certificate Number

Reason

Termination/Cancellation of Manager Appointment Effective from

Full Name

Certificate Number Certificate Expiry Date

Forward a copy of this completed form, within two working days of the appointment (or termination) to:

The Secretary, Marlborough District Licensing Committee, PO Box 443, Blenheim 7240
or email mdc@marlborough.govt.nz (fax 03 5207496) and
New Zealand Police, PO Box 342, Blenheim 7240, Attention Liquor Licensing email Blenheim@police.govt.nz (fax 03 577 2927).

Signature of Licensee	<input type="text"/>	Date	<input type="text"/>
Name	<input type="text"/>	Position (director, partner etc)	<input type="text"/>

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Section 231, Sale and Supply of Alcohol Act 2012

229 Temporary Manager

In any case where a manager is ill or absent for any reason, or is dismissed, or resigns, the licensee may appoint as a temporary manager a person who is not then the holder of a managers' certificate.

The appointee must, within 2 working days after the appointment, apply for a manager's certificate; and if an application is made, the temporary manager must, from the time of the appointment until the application is determined, be deemed for the purposes of the Act to be the holder of a manager's certificate.

If the appointee does not apply for a manager's certificate within that period of 2 working days, or if the application is refused, the licensee must cease to employ the appointee as a manager.

230 Acting Manager

Despite any other provision of the Act, a licensee may appoint an acting manager in the following cases:

- (a) for any period not exceeding 3 weeks at any one time where a manager is unable to act because of illness or absence and
- (b) for periods not exceeding in the aggregate 6 weeks in each period of 12 months to enable a manager to have a vacation or annual leave.

Every person appointed as an acting manager in accordance with this section must, while the appointment continues, be deemed for the purposes of this Act to be the holder of a manager's certificate; and it is not necessary for that person to apply or hold a manager's certificate.

Once you have completed this entry form, please save it to your computer for your records, then email a copy of the saved document to mdc@marlborough.govt.nz and Blenheim@police.govt.nz