



Application for Variation or Cancellation of conditions of On licence Instruction Sheet

SOUTH WAIRARAPA DISTRICT LICENSING AGENCY

PO Box 6, Martinborough 5741

Telephone (06) 306 9611

Fax: (06) 306 9373

SECTION 16:

- (1) The holder of an on-licence may at any time apply to the District Licensing Agency for the variation or cancellation of any condition of the licence imposed by the Licensing Authority or District Licensing Agency.
- (2) Within 20 working days after filing the application, the applicant shall give public notice of the application in the prescribed *form 1v*.
 - (a) Within 10 working days after filing the application, the applicant must ensure that notice of the application in the prescribed *form 1Av* is attached in a conspicuous place on or adjacent to the site to which the application relates.
 - (b) The applicant is not required to ensure that notice of the application is attached in accordance with subsection (2a), if the Secretary of the District Licensing Agency agrees *in writing* that it is impracticable or unreasonable to do so.
- (3) Any person who has a greater interest in the application than the public generally may object to the grant of the application.
- (4) Every objection shall be in writing, and shall be filed with the District Licensing Agency within 10 working days after the first publication of the notice of the making of the application.
- (5) No objection may be made in relation to any matter other than one specified in section 13 (1) of this Act and relevant to the application.
- (6) Sections 11 and 12 of this Act shall apply, with any necessary modifications, in respect of applications made under this section.
- (7) In considering the application the Licensing Authority or District Licensing Agency as the case maybe must have regard to such of the matters specified in section 13(1) of this Act as are relevant to the application.

SECTION 9:

- (1) The application to be accompanied by a certificate by the Local Authority that the proposed use of the premises meets requirements of the Resource Management Act 1991 and of the Building Code.

NOTE: It may be necessary to apply for a variation to an existing Resource Consent condition, contact Council Planner

REGULATION 17:

- (1) An application by the holder of an on-licence or an off-licence or a club licence for the variation or cancellation of any condition of the licence under section 16 or section 39 or section 62 of the Act shall be form 14.
- (2) Every such application shall be filed with the District Licensing Agency, and shall be accompanied by the following:

Two copies of the application: The prescribed fee **\$793.24**.



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Sections 16, 39, and 62, Sale of Liquor Act 1989

Application No.

DLA Ref:

TO: The Secretary
South Wairarapa District Licensing Agency
PO Box 6
MARTINBOROUGH

Application for the variation or cancellation of the conditions of a licence is made in accordance with the details set out below :-

1. DETAILS OF LICENSEE

- (a) Full Name
- (b) Postal address for service of documents
- (c) Daytime contact name and telephone no.....

2. DETAILS OF LICENCE

- (a) Type of licence (*tick appropriate box*):
 On-licence Off-licence Club licence
- (b) Number

3. DETAILS OF PREMISES (To be included only where the licence applies to any premises)

- (a) Address:
- (b) Trading or other name (if any):

4. DETAILS OF CONVEYANCE (To be included only where the licence applies to any conveyance)

- (a) Type of conveyance
- (b) Address of home base (if any)
- (c) Trading or other name (if any)

5. CONDITIONS *(To be filled in for each condition to which the application relates)*

(a) Terms of condition at present

(b) Action sought (tick appropriate box)

Variation Cancellation

(c) If variation, in what respect does the applicant seek to vary the condition?

(d) Full reasons for variation or cancellation

Dated at this day of 20

.....
Applicant

NOTES:

- (1) This application may be made only by the holder of the licence.
- (2) For the matters that are to accompany this application, see regulation 17(2) of the Sale of Liquor regulations 1990.
- (3) Within 20 working days after filing this application with the District Licensing Agency, the applicant must give public notice of the application in form 1. The notice must be published twice in a newspaper or newspapers circulating in the district and nominated by the Secretary of the District Licensing Agency, Wairarapa Times Age and Wairarapa News, with not less than 5 days and not more than 10 days between the 2 dates of the publication.
- (4) Within 10 working days after filing this application with the District Licensing Agency, the applicant must ensure that notice of the application in form 1A is attached in a conspicuous place on or adjacent to the site to which the application relates (unless the secretary of the District Licensing Agency agrees, in writing, that it is impracticable or unreasonable to do so).
- (5) As soon as possible after the second publication of the notice, and before the hearing or determination of the application, the applicant must deliver a copy of each public notice and details of the dates and newspapers in which the notice was published for the first and second time to the Secretary of the District Licensing Agency or (as the case may require) to the Secretary of the Licensing Authority.
- (6) Complete the site notice declaration form.