

Managers Certificate Renewal



chatham islands council

You are required to provide the following:

Use this cover page to assist you in lodging a complete Manager's Renewal application.

- 2 COPIES of application and all documentation**
- FEE OF: \$132.00 [inclusive of GST]**
(NB: Cheques to be made payable to the Chatham Islands Council)
- A copy of your original manager's certificate and**
- A copy of your most recent renewal certificate [if applicable].**

If your Manager's Certificate has expired, it cannot be renewed. You must make application for a new Manager's Certificate.

Note: File this application with the District Licensing Agency nearest to the licensed premises where you intend to work. In other cases, file the application with the Agency nearest to where you live.

The application is only to be signed by the applicant or the applicant's Solicitor NOT an Agent.

The above information must be included with your application for it to be accepted.

For further information please contact (03) 305 0033, or
Secretary of the District Licensing Agency at the Council Office, Tuku Road, Chatham Islands or PO Box 24, Chatham Islands 8942

Application for Renewal of Manager's Certificate



chatham islands council

Section 123, Sale of Liquor Act 1989

To: The Secretary
District Licensing Agency
PO Box 24
Chatham Islands

Application for the renewal of a manager's certificate is made in accordance with the details set out below.
Please PRINT clearly.

2. Details of Applicant

- (a) Full name [Your full legal name as per your birth certificate and a list of any other names (including a maiden name) that you may be known by.]

Male Female [if individual]

Maiden Name: [if applicable]

Residential Address:

Occupation:

- (b) Applicant's date of birth: [if individual]

Postal address for service of documents:

- (d) Phone Number:

Fax Number:

Email address:

Name of licensed premises you currently work in:

(e) Has the applicant been convicted of any offence since the certificate was issued or last renewed?

Yes

No

(Please tick appropriate box)

If yes, what was the nature of the offence; date of conviction; penalty suffered?

(f) What steps has the applicant taken to manage the sale and supply of liquor pursuant to the licence with the aim of contributing to the reduction of liquor abuse?

(g) Do you hold the relevant NZQA qualification?

Yes

No

(Please tick appropriate box)

If Yes, please supply one copy of written evidence of each qualification.

2. Details of Certificate

(a) Type of Certificate:

General Manager

Club Manager

(Please tick appropriate box)

(b) Original manager's certificate number:

(c) Date of expiry of certificate or renewal certificate:

Please Note:

The New Zealand Police are required by the Sale of Liquor Act to make enquiries into the suitability of the applicant. This will involve the Police informing the District Licensing Agency and the Liquor Licensing Authority of any convictions or concerns involving the applicant. Should there be any concerns the applicant will also be informed.

Dated at Chatham Islands this

day of

20

Printed name

Applicant signature