

Application for Certificate of Compliance



Section 100(f), Sale and Supply of Alcohol Act 2012

1. DETAILS OF APPLICANT

Full Name: _____

Postal address for service of documents: _____

Contact details: Contact person: _____

Phone: _____

Cell phone: _____

Email: _____

Reason for Application:

New Licence/change of licensee New Licence/ premises not previously licensed

Change of Conditions e.g. Licensed Hours Re-definition of Premises

Type(s) of Alcohol Licence: On BYO Off Club

Principal business type: (i.e. Restaurant, Hotel, Tavern, Café) _____

Hours of operation

Licensed days: _____

Licensed hours: _____

2. DETAILS OF PROPERTY

Name of Building: _____

Address: _____

Legal Description (if known) _____

Owners Name: _____

Postal Address: _____

Contact Name: _____ Telephone: _____

If the building has a Compliance Schedule:

Warrant of Fitness: Expiry Date _____ Maximum number of occupants, including staff _____

3. DETAILS OF BUILDING USE

New Operation	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Change of Building Use	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Previous Use _____
Alterations requiring Building Consent	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Building Consent number _____
New Building	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Building Consent number _____

Applicant's signature: _____ Date: _____

Application fee of \$140.00 incl GST.

Forward the completed application to:

Central Otago District Council
PO Box 122
Alexandra 9340

Telephone 03 440 0056.

Applicant Information Certificate of Compliance

Applying for a certificate by the territorial authority pursuant to the Sale and Supply of Alcohol Act 2012 section 100 (f)

To apply for a Certificate, please complete the attached form, Application for Certificate of Compliance, and forward it to the Central Otago District Council.

- Certificate of Compliance from a Building Control Officer that the building complies with the Building code.
- Certificate of Compliance from Planning Department that the proposed use of the premises by the applicant meets the requirements of the Resource Management Act 1991.

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These certificates are required before a licence can issue:

This application can be applied for at the same time the Liquor Licence application is applied for if the premises are already a licensed premises and no changes are being sought.