

**FEE DUE IS
\$316.25**



District Office
15 Galileo Street
Private Bag 544
Ngaruawahia 3742

Huntly Area Office 142 Main Street 0800 492 452
Raglan Area Office 7 Bow Street 07 825 8129
Tuakau Area Office 2 Dominion Road 0800 492 452

Telephone (all hours) 07 824 8633
Call Free 0800 492 452

email: css@waidc.govt.nz
www.waikatodistrict.govt.nz

Application for Renewal of Manager's Certificate

Section 224 Sale and Supply of Alcohol Act 2012

To: The Secretary
Waikato District Licensing Committee
Waikato District Council
Private Bag 544
Ngaruawahia 3742

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

Applicant Details

Full legal name: Male Female

Also known as:

Residential address:

Town:..... Post Code:.....

Postal address if different from address above:

Town:..... Post Code:.....

Occupation:

Date of Birth: Place of Birth:

Daytime Phone: Work Home Mobile:.....

Email: Preferred mode of contact:.....

Current place(s) appointed as manager:

Criminal convictions - has the applicant received any 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 since the certificate was issued or last renewed?

Yes No

If Yes, state:

.....

.....

Details of Certificate

Certificate Number:

Date of Expiry:

Renewal Details

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?

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Does the applicant hold the Licence Controller Qualification (or a prescribed qualification within the meaning of section 218 of the Sale and Supply of Alcohol Act 2012)? Yes No

If Yes, on what date was that qualification obtained?

Signature

Dated at: Date:

Signature of applicant:

Notes & Payment Details

- This application must be accompanied by the prescribed fee of \$316.25.
- This application must be filed with the District Licensing Committee before the certificate expires.
- The applicant's residency status and expiry date of any work visa will be taken into account in the assessment of the application. **Where the applicant is working in New Zealand under a work visa a copy of the visa must accompany the application.**

- The application can be scanned and emailed to css@waidc.govt.nz and the payment of \$316.25 may be made online to:

BNZ Hamilton, 02 0316 0246517 01. (In the bank reference fields put Certificate Number & Name)

Where the applicant is presently employed as a manager, it should be filed with the District Licensing Committee for the district in which the applicant is employed. In all other cases, it should be filed with the District Licensing Committee for the district in which the applicant is residing.

Office Use Only

Receipt number:

NOTES: