

OFFICE USE ONLY

Application ID

Fee

Customer Service Rep

Receipt number

Application for Renewal of Manager's Certificate

Section 224 Sale and Supply of Alcohol Act 2012

To: The Secretary
District Licensing Committee
Whangarei District Council
Private Bag 9023
WHANGAREI 0148

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

Details of Applicant

Full legal name

Driver Licence number

 Male Female

Also known as

Residential address

Postal address if different from above

Occupation

Date of Birth

Mobile

Daytime phone

 Home Work

Email

Criminal convictions (state all 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):

Employment and Certificate Details

Current place(s) appointed as a manager:

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?

Qualification Details

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

Signature of applicant

Date

Name of applicant

Please provide the following

Applicant **WDC**

- | | | |
|--|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Completed, signed and dated application form |
| <input type="checkbox"/> | <input type="checkbox"/> | Application fee |
| <input type="checkbox"/> | <input type="checkbox"/> | Copy of Manager Certificate |
| <input type="checkbox"/> | <input type="checkbox"/> | Copy of Work Visa if applicant is not a permanent resident or NZ Citizen |
| <i>Below only required if renewing a Manager Certificate issued by another Council</i> | | |
| <input type="checkbox"/> | <input type="checkbox"/> | Copy of Licence Controller Qualification Certificate (LCQ) |
| <input type="checkbox"/> | <input type="checkbox"/> | Copy of LCQ Bridging Test Certificate
<i>(required if your LCQ certificate was issued under the Sale of Liquor Act 1989)</i> |

An application is not duly made (complete) unless the information listed above has been provided, and payment has been made in full. An incomplete application will be put on hold.

Please note

- Application must be filed with the District Licensing Committee before the expiry date of the certificate.
- Applicant must be currently employed in the industry. Only under exceptional circumstances can Manager Certificate be renewed where a manager is not currently employed in the industry.