



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
 Fax 07 824 8091

Email: publicenquiries@waidc.govt.nz
www.waikatodistrict.govt.nz

Application for variation or cancellation of conditions of licence

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

To: The Secretary
 District Licensing Agency
 Waikato District Council
 Private Bag 544
 NGARUAWAHIA 3742

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

LICENSEE		<i>*Postal address of licensee is where the documents will be sent.</i>
Full name and postal address* of licensee:		
.....		
.....		
Contact person:	Daytime telephone:	

DETAILS OF LICENCE			<i>Tick appropriate box</i>
On-licence <input type="checkbox"/>	Off-licence <input type="checkbox"/>	Club licence <input type="checkbox"/>	
Number:	Number:	Number:	

PREMISES DETAILS	<i>To be included only where the licence applies to any premises</i>
Address:	
Trading or other name, if any:	

CONVEYANCE DETAILS	<i>To be included only where the licence applies to any conveyance</i>
Type of conveyance:	
Address of home base, if any:	
Trading or other name, if any:	

CONDITIONS

To be filled in for each condition to which the application relates.

Use the attached page for further conditions for which variation or cancellation is sought.

Terms of condition at present:

.....
.....

Action sought: *(Tick appropriate box)*

Variation

or

Cancellation

If variation, in what respect does the applicant seek to vary the condition? :

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.....

Reasons for variation/cancellation:

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SIGNATURE

Applicant's signature:

Dated at **this** **day of** **20**.....

NOTES FOR APPLICANTS

- 1 This application may be made only by the holder of the licence.
- 2 Three copies of this application must be filed with the District Licensing Agency, together with the prescribed fee of \$793.24.

GIVING PUBLIC NOTICE OF THE APPLICATION

1 IN THE NEWSPAPER

Within 20 working days after filing the application with the District Licensing Agency, the applicant must give **public notice** of the application, using 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, with not less than five days and not more than ten days between the two dates of publication.

As soon as possible after the second publication of the notice and before the determination of the application, the applicant must supply the Secretary of the District Licensing Agency with 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.

2 ON THE SITE

Within 10 working days after filing the application with the District Licensing Agency, the applicant must ensure that notice of the application, using 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 that it is impractical or unreasonable to do so).

CONDITIONS

To be filled in for each condition to which the application relates.

Terms of condition at present:

.....
.....

Action sought: (Tick appropriate box) **Variation** **or** **Cancellation**

If variation, in what respect does the applicant seek to vary the condition? :

.....
.....

Reasons for variation/cancellation:

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CONDITIONS

To be filled in for each condition to which the application relates.

Terms of condition at present:

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.....

Action sought: (Tick appropriate box) **Variation** **or** **Cancellation**

If variation, in what respect does the applicant seek to vary the condition? :

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.....

Reasons for variation/cancellation:

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**USE THIS PAGE IF A VARIATION OR CANCELLATION IS SOUGHT FOR
MORE THAN ONE CONDITION.
OTHERWISE, DETACH BEFORE RETURNING THE APPLICATION TO
THE DISTRICT LICENSING AGENCY.**