

PUBLIC NOTICE OF APPLICATION

Sale and Supply of Alcohol Act 2012 Section 127 & 101

SYMBUR HOLDINGS LIMITED, (THE LICENSEE, 1 Amyes Road, Hornby, Christchurch 8042), has made application to the District Licensing Committee at Christchurch for the renewal of **OFF-LICENCE RENEWAL** in respect of the premises situated at **1 Amyes Road, Hornby** known as **SUPER LIQUOR HORNBY**.

The general nature of the business conducted under the licence is: **OFF-LICENCE LIQUOR STORE**

The days on which and the hours during which alcohol is sold under the licence are:

MONDAY TO SUNDAY 7.00 AM TO 10.00 PM

The application may be inspected during ordinary office hours at the office of the Christchurch District Licensing Committee, Civic Offices, 53 Hereford Street, Christchurch. Phone 941 8999 to arrange with the Alcohol Licensing Team.

Any person who is entitled to object and who wishes to object to the grant of the application may, not later than 25 working days after the date of the first publication of this notice, file a notice in writing of the objection with the Secretary of the District Licensing Committee, P O Box 73013, Christchurch 8154.

No objection to the renewal of a licence may be made in relation to a matter other than a matter specified in section 131 of the Sale and Supply of Alcohol Act 2012.

Date of first publication on website: **17 October 2024**

www.ccc.govt.nz/alcohol

ccc.govt.nz/consents-and-licences/business-licences-and-consents/alcohol/alcohol-licence-public-notification

For office use only:

Connect Ref:
ALC/2024/2925

Application for renewal of licence

Section 100, Sale and Supply of Alcohol Act 2012

About this application:

Please complete this form and forward it with all required documents. This application form must be submitted through the website or in person, or post to Christchurch City Council, 53 Hereford Street, PO Box 7383, Christchurch 8146.

This application cannot be accepted if the form is incomplete and documents are missing. Filing is not complete unless your invoice is paid. Invoices are posted to you 2 months in advance of the due date to your last address provided to us.

Accepted methods of payment are: CASH - EFTPOS - Inter-net banking.

Once Applications has been submitted you will receive an email confirmation of your application and must be paid when you receive your invoice.

We can only process your application once we have both the Proof of Payment of fees AND the required paperwork (application form and required documents).

The subject of this application should be filed with the Alcohol Licensing Committee no later than 20 working days before the expiry of the licence. After that time it may not be filed with the permission of the Alcohol Licensing Committee. In no case may the renewal application be filed after the licence has expired. You will be deemed unlicensed and a full new licence application will be required.

Any questions contact the Alcohol Licensing Team to discuss and for more information, get 03 343 3550 or alcohollicensing@ccc.govt.nz

- Endorsements (state by type - see endorsement sheet) County DPO Auctioneers Medical sales
- Renewal with Variation (changes to business activities)
- Renewal of Club licence

1. Renewal application for: (details as on current licence)

- a. Trading name: Super Liquor Hornby
- b. Licencee: Symbur Holdings Ltd
- c. Licence number: 60/OFF/116/2021
- d. Licence Expiry date: 27th November 2024

If Renewal with Variation: Risk Weighting verification and fees recalculation for invoice (Office to complete)

(If variation, please make an appointment with an Inspector to discuss and have your fees and risk weighting confirmed before payment as we may have to make adjustments to your renewal invoice before you make payment.)

Total Weighting: Fee Category:

Updated Premises Certificate of Compliance (alcohol) application needed? Yes No

If YES, Certificate already applied for? Yes No OR Already issued and attached?

Inspector confirmed application vetted and complete for lodgement Yes No - refer to lodgement notes on back page

Inspectors Signature: Date of verification: dd/mm/yyyy

Council Use Only

Connect Invoice number: 1143400 Receipt No.: 12928556

Date: 15-10-24

2. Details of Applicant

a. Company or Club or Society name or full legal name(s) if individual to be on licence:

Symbur Holdings Ltd

b. Other names/aliases known by: Super Liquor Hornby

c. Date of Birth: _____ Sex: Male Female

d. Occupation/Current employment (including for all Directors): Working in Superliquor Hornby

e. Residential address: _____

f. Website: hornby.superliquor.co.nz

g. Convictions of Company Directors, Partners, or individuals:

Have you ever been convicted of any offence (including traffic but not parking)? Note: As per the Criminal Records (Clean Slate) Act 2004, if you have no convictions in the last 7 years, you need not declare any convictions prior to that date other than convictions relating to imprisonment or indefinite disqualified from driving. Yes No

If YES, give details below. (You may wish to explain the circumstances on another page)

NB: Information on how to check your criminal record history details can be found at justice.govt.nz/criminal-records

Name of offence:	Date of conviction:	Penalty suffered:

h. Postal address for service of documents _____

Suburb: Christchurch Central

City: _____

Post Code: 8013

i. Is this address used for any other business with Council? e.g. Rates; dog registration. Yes No

If Yes and this address has changed recently please go to the "Contact us" link at ccc.govt.nz/contact-us to update your address details for all other Council business.

j. Daytime Contact Name: Belinda Symon

Phone: _____

Email: belinda.symon@superliquor.co.nz

k. Preferred mode of contact: Mobile Phone or Email

l. Status of applicant: (tick appropriate box)

- Natural Person Private Company Trustee
 Licensing Trust Partnership Public Company
 Government Department Local Authority
 Manager under the protection of Personal and Property Rights Act 1988
 Body Corporate to which section 28(1)(b) of the Act applies. Authority incorporated under: _____
Board, organisation, or other body to which section 28(1)(c)
 Incorporated Society Other: _____

3. Details of all Managers appointed for the premises

Full list of all current manager(s) employed and Certificate Numbers of Manager's Certificate(s):
 (Please attach separate sheet if required)

Name:	Known as:	Address:	Certificate number, or if no certificate held confirm if they have applied for one	Expiry Date
Please see attached Duty Manager Register				

Note: please remember to complete a separate **Notice of Duty Manager Appointment or Change form for all new Duty Manager appointments or termination of duty managers.**

4. Further details of where applicant is a company

a. Date of incorporation: 21/05/1999

b. Place of incorporation: Christchurch

c. Full details of each director, and the secretary (if any), as follows:

Full name:	Address:	Date of birth:	Place of birth:	Designation:	Face value of shares held:
Belinda Jane Symon	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	\$250
John Andrew Symon					\$250

d. Private Company only: Authorised Capital: \$501

Paid-up Capital: \$501

e. Private Company: Full details of each person who holds any shares issued by the company:

Full name:	Address:	Date of birth:	Place of birth:	Designation:	Face value of shares held:
Belinda Jane Symon	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	\$250
John Andrew Symon					\$250
Vinod Kumar					\$1

f. Public Company: Full details of each person who holds 20 percent or more of the shares, or of any particular class of shares, issued by the company.

Full name:	Address:	Date of birth:	Place of birth:	Designation:	Face value of shares held:

5. Further details of where applicant is a partnership

a. Full details of each partner as follows:

Full name:	Address:	Date of birth:	Place of birth:	Designation:	Face value of shares held:

b. Signature of each partner:

6. Premises details

a. Legal address of Club premises: (Note: for Remote Sales this is the office base)

1 Amyes Road, Hornby

Is this premises location known by any other address? (Note: for Remote Sales this could be your website address)

8 Tower Street, Hornby and Hornby.superliquor.co.nz

b. Type of licence: Off Licence

c. Existing licence number: 60/OFF/116/2021

d. Expiry date: 27th November 2024

e. Trading name: Super Liquor Hornby

f. **Details of premises area.** The current licence includes (please attach plans annotated with licenced area):

Internal areas include: Retail area and Storage area (as per attached plan)

Outside areas include:

Any leased public space areas? If YES, please attach copy of the lease. Yes No

g. Does the applicant own the proposed licensed premises? Yes No

If NO:

Owners full name: Cari Investments Ltd

Owners address: P O Box 1383, Christchurch

Form and term of tenure (state whether to be held as leasehold, or under tenancy agreement, or licence):

Have a lease with rights of renewal till July 2042

NB: Additional information and/or signed documents may be requested in some instances to confirm tenure.

h. What part (if any) of the premises does the applicant intend should be designated as:

- **Restricted designation:** no person under 18 may be present on the premises.
- **Supervised designation:** persons under 18 may be present, but only if accompanied by a parent, or legal guardian, i.e. Court appointed. Those under 18 cannot be sold alcohol, but may be supplied by the parent or guardian.
- **Un-designated:** Any person of any age may be present on the premises. Those under 18 cannot be served alcohol, but may be supplied by their parent, or legal guardian.

NB: Any designated areas MUST be marked on the plan for the premises

A restricted area: None

A supervised area: All retail areas including chiller

i. Has the premises area or layout changed in any way since the last renewal, or are you planning to make any changes in the future? Yes No

If YES, how?

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j. FIRE SAFETY – Section 127(2):

I certify that the Building Owner has confirmed with me that the building: has does not require an Evacuation Scheme for public safety which meets the requirements of section 76 of the Fire and Emergency New Zealand Act 2017.

Name of owner: Cari Investments Ltd

To Watkins CFO

Signature

Date: 14-10-24 dd/mm/yyyy

A registered Evacuation Scheme is required when:

- The building can hold more than 100 people;
- There are more than 10 employees in the entire building; or
- Overnight accommodation is provided for more than 5 people.

Please contact Fire and Emergency NZ (telephone 372 8600) for more information about evacuation schemes and fire safety requirements.

7. Business details (Please attach separate sheet if required.)

a. What is the general nature of the business? (e.g. hotel, tavern, restaurant, entertainment/nightclub):

Bottle Store

b. Is the sale of alcohol intended to be the principal purpose of the business? Yes No

(i) If NO, what is intended to be the principal purpose of the business?

(ii) What part of Section 32 of the Act is applicable to this application? 32(1)b

If section 32(1)(f) (grocery stores) applies you must complete the relevant Statement of Annual Sales Revenue available here ccc.govt.nz/consents-and-licences/business-licences-and-consents/alcohol/alcohol-licences/off-licence/

If section 32(1)(b) (Bottle store) applies:

What percentage of your annual sales is expected to be from sale of alcohol? 93.3%

NB: to assist you may wish to use the form found at the link above.

c. Is the applicant engaged, or intending to be engaged, in the sale or supply of any goods other than alcohol and food, or in the provision of any services other than those directly related to the sale or supply of alcohol and food? Yes No

If YES, what is the nature of those other goods or services? Non alcoholic drinks, Vaps and Cigarettes, Chips, Peanuts,

Chocolate, Chewing Gum, Hats, Cups, Glasses, Clothing, Bottle Openers etc

d. Current licensed hours: 7.00am to 10.00pm Monday to Sunday

e. Full On-licence: are you also intending to permit BYO? Yes No

f. Has any of the a-c questions above changed since the last renewal or are you planning to make changes to these in the future?

No

g. If off-licence remote sales, state the address from where the alcohol will be stored and dispatched from.

1 Amyes Road, Hornby, Christchurch (also known as 8 Tower Street)

8. Conditions (Please attach separate sheet if required.)

The following questions relate to Variations – changes to licence conditions. Please attach separate sheet if required.

a. Are there any changes sought to the present conditions of the licence? Yes No (If yes please also refer to note at 11)

If YES, please detail what changes are sought (this includes hours, premises area, nature of the business)

If seeking changes:

- Please DO NOT publish Public Notices until further discussion with the Alcohol Licensing Team on phone (03) 941 8827.
- An updated Premises Certificate of Compliance (Alcohol) authorising the changes sought may be required. Applications requesting changes cannot be accepted without this certificate. For more information refer to the Step-by-Step guide www.ccc.govt.nz/consents-and-licences/business-licences-and-consents/alcohol/alcohol-licences/variatiions-to-alcohol-licences-changes-to-your-business/

b. For Club Licences only: Your Club Licence permits you to sell alcohol to authorised customers under s60(1)(a).

Do you also want to be able to sell alcohol to guests of authorised visitors from other clubs? Yes No

9. Host Responsibility (Please attach separate sheet if required.)

The following questions relate to Host Responsibility. In conjunction with completing the questions, you should provide with this application a copy of your 'Host Responsibility Policy' by using the guidelines on our website at ccc.govt.nz/alcohol

a. What provisions does the applicant intend to make for the sale and supply of alcohol?

- Food (attach menu's, including all day or snack menu):

See attached

- Non-alcoholic refreshments:

See attached

- Low-alcoholic beverages (Between 1.1% and 2.5%ALC):

See attached

- Alcohol range available (attach full drinks menu)

See attached

b. What steps does the applicant propose to take to provide assistance with or information about alternative forms of transport from the premises, for staff and patrons?

See attached

c. What other steps does the applicant propose to take aimed at promoting the responsible consumption of alcohol?

See attached

d. What steps does the applicant propose to take to ensure that the requirements of the Act in relation to the sale of alcohol to prohibited persons (i.e. minors, intoxicated persons, other persons to whom alcohol may not be sold pursuant to the licence) are observed?

See attached

e. To what extent, where, and how is drinking water intended to be freely available to patrons? (i.e. explain whether water is bar service only, water jugs, or plumbed water stations (and locations))

Drinking water available with tastings, and always available on request. Bottle water available to purchase.

f. What appropriate systems, staff and training does/will the applicant have in place to ensure compliance with the law?

See attached

g. What are the current and possible future noise levels and how does the applicant intend to mitigate them?

See attached

h. What are the current and possible future levels of nuisance and vandalism and how does the applicant intend to mitigate them?

See attached

i. What other licensed premises are there in the vicinity of this proposed premises? And, will the granting of this licence contribute to an increase in alcohol related problems in the area? (Explain)

See attached

j. What is the land near the proposed premises being used for? Will the granting of a licence for your premises impact on changing neighbouring land use? If so, in what way?

See attached

9. Host Responsibility

a. What provisions does the applicant intend to make for the sale and supply of alcohol?

- **Food including day time snacks ?**

Because we are a Bottle Store there are no cooked meals. We do offer a variety of Chips, Nuts, Chocolate and Chewing Gum for sale

- **Non alcoholic refreshments?**

Water, Juice, Coke Range (including Lemonade, Soda etc), Red Bull/Energy drinks, Mixers (e.g. Tonic) and a Range of 0% Beer, Wine, Spirits and Ready to Drink beverages available

- **Low-Alcoholic Beverages (Between 1.1% and 2.5%ALC)**

Beer

- **Alcohol Range Available**

Beer, Cider, Wine, Spirits and Ready to Drink beverages are available for sale

b. What steps does the applicant propose to take to provide assistance with or information about alternative forms of transport from the premises, for staff and patrons?

If anyone asks or looks like they need transport or help with transport, we organise a taxi or make a call for them to someone they know.

c. What other steps does the applicant propose to take aimed at promoting the responsible consumption of alcohol?

- House Rules and the Host Responsibility policy are displayed and enforced. This includes checking ID for anyone under 25, checking ID of all members of a group together, and refusing service for intoxicated people
- All permanent staff members hold Manager's Certificates
- Our Instore Policy is to only serve customers once a day (obviously the occasional person could slip through with change of shifts). We try to communicate this to customers on their first purchase if they indicate they may want to return – for example would be people coming in after a funeral and before the gathering.
- Training in customer service and legal responsibilities is delivered to all staff using the Super Liquor Academy online staff training modules. The modules cover the key elements for managing a safe and responsible operation that will contribute to promoting the responsible consumption of alcohol. The modules need to be completed by all staff and completion is checked in our quarterly Super Liquor Group Audits. There are currently 9 modules relating to the Sale and Supply of Alcohol Act 2012, which all staff are required to complete and pass every 6 months
- Having Non alcoholic drinks in prominent places
- Any advertising complies with the standards set by the Council and the Super Liquor Group. This includes advertising brochures, newspaper advertisements, Social Media advertisements

d. What steps does the applicant propose to take to ensure that the requirements of the Act in relation to the sale of alcohol to prohibited persons (ie minors, intoxicated persons, other persons to whom alcohol may not be sold pursuant to the licence) are observed.

- We pay for all permanent staff to train and complete their LCQ and Duty Managers Certificate
- We have ID and Age prompt on the tills. This also requires staff to enter the Date of Birth for anyone that looks under 25yrs old before proceeding. Regular camera checks are completed to ensure staff are enforcing this.
- Host Responsibility Policy displayed and enforced. This includes U25 ID policy, where anyone who looks under the age of 25 must provide ID. This includes all members of groups who appear to be together. (New staff members in training are required to check ID of anyone who looks 30 yrs and under until confident with assessing age and given approval to change to 25yrs old)
- Intoxicated persons are denied and removed.
- Only a parent or legal guardian may purchase alcohol for supply to a minor.
- We have modified the The Intoxication Assessment tool (SCAB) so that staff assess customers as Sober to be served. We keep this displayed at the till for staff to be able to refer to when serving.
- Enforce as much as possible to only sell to a customer once a day
- House Rules displayed and enforced
- Incident book used when required
- Regular training through Super Liquor Academy online course, with modules that are required to be completed every 6months

f. What appropriate systems, staff and training does/will the applicant have in place to ensure compliance with the law?

- ID/Age prompt and date of birth entered for anyone that looks under 25yrs of age on till before every sale.
- Staff work through Super Liquor Academy. This is an online training programme for Super Liquor staff. This includes three modules on Sale and Supply of Alcohol Act 2012.
- Regular communication of their responsibilities under the Act – Staff asked to read and sign Staff Acknowledgement form of Responsibilities of the Act every 6 months
- All permanent members of staff hold a Manager's Certificate

g. What are the current and possible future noise levels and how does the applicant intend to mitigate them

- We do not anticipate any changes to current noise levels. These are not an issue under the current licence.

h. What are the current and possible future levels of nuisance and vandalism and how does the applicant intend to mitigate them?

Nuisance behaviour is not tolerated and we would deny the purchase of alcohol. We would also not hesitate to trespass the person depending on the level of nuisance. (We currently have 4 people trespassed, 2 for stealing and 2 for language and inappropriate comments to staff).

The premises are well lit, inside and outside at night, to ensure customer and staff safety.

The premises, including the side carparks and surrounding footpath areas are checked daily and any rubbish or graffiti removed.

There is a camera in our Drive Through and large windows for staff to be able to keep an eye on what is happening outside.

It is also a huge help to have the Hornby Police station very visible from the store. We approached the Officer in charge of the station to authorise the chopping back of the greenery so we are more visible. This was authorised.

i. What other licensed premises are there in the vicinity of this proposed premises? And will the granting of this licence contribute to an increase in alcohol related problems in the area? (explain)

Off Premise :

Liquorland at 21 Shands Road (200m away)
Black Bull Liquor in Hornby Mall (550m away)
Bottle-O on Carmen Road (1.1km away)

Grocery:

Woolworths Hornby on Main South Road (200m away)
Pak N Save in Hornby Mall (600m away)
JapanMart in Hornby Mall (600m away)

On Premise:

Temps Bar at 19 Goulding Ave (280m away)
Hornby Club in Hornby Mall (650m away)

Clubs

Hornby Rugby Club in Chalmers Street (850m away)

All of these outlets (under varying names) have had their Liquor Licenses for a number of years so we do not expect any change in alcohol related problems.

We do work closely with LiquorLand regarding any problem customers, denial of service, theft etc.

j. What is the land near the proposed premises being used for? Will the granting of a licence for your premises impact on changing neighbouring land use? If so, in what way?

There has been a Bottle store on our site servicing the Hornby community for approximately 60 years.

The old Pub (originally the Hornby Trust Hotel) next to our building on Tower Street has been demolished since we last renewed our license and the site is in the process of being developed into a retail complex. The Smiths store has been completed and has been operating for some time; Animates is close to completion and Look Sharp (a Hairdresser we think) is also due to open soon.

The removal of the pub was a benefit to us as we have had a lot less refusals in our store since it closed.

We are directly across the road from the Hornby Police Station, on Tower Street and to the left of the Police station towards Main South Road is a vet, a dentist and then St Johns Ambulance. To the right of the Police Station along Tower Street is residential.

In the same building we operate from at 1 Amyes Road are a variety of retail stores. These stores back onto our store and we have no visual sight of them, and very little cross over of customers. The customers that visit the front stores generally use the Amyes Road as entry and exit, bypassing us. Some of these retail stores have changed hands a number of times in the past few years (since our last application). At the moment the stores are: Salvation Army Op Shop, SPCA Op Shop, Red Cross Op Shop, Rock Shop (Music) and KBB music. These retail stores have all knowingly and willingly opened in the same complex as us. We all share the same Landlord.

There is a Doctors rooms on Amyes Road which backs onto a fence about 40m from us.

The closest school is South Hornby School which is 500m away. There is little to no school foot traffic past our store.

10. Please attach the following documents:

You must provide the following prescribed documents (your application will not be accepted without these documents)

- Floor plans annotated to show licensed area (for whole of premises, including any outside area and mark any restricted or supervised designated areas)
- Leased outside areas – Footpath, public or private space lease details and plan if held for any outside areas (annotated to show licensed area)
- Photo of principle entrance to the premises
- Certificate of Incorporation (including the details of directors and shareholders)
- Premises Certificate of Compliance (Alcohol) (may be required when seeking a Variation of the licence)
- All Grocery Stores must complete a Statement of Annual Sales Revenue if applicable. Template statement available here ccc.govt.nz/consents-and-licences/business-licences-and-consents/alcohol/alcohol-licences/off-licence/

You should also provide the following documents to assist with assessment of your application (if these are not provided this will delay assessment of your application)

- Duty Manager appointment forms for all your duty managers or any additional duty managers
- Host Responsibility Policy
- Food Menu
- Drinks/ beverage menus
- Any other information you wish to include to support your application, e.g. business plan, promotional materials etc
- Bottle Stores:** To assist with confirmation of percentage annual income expected from alcohol you may wish to complete a Statement of Annual Sales Revenue if applicable. Template statement available here ccc.govt.nz/consents-and-licences/business-licences-and-consents/alcohol/alcohol-licences/off-licence/

Clubs:

1. Provide an updated copy of Club charter and membership rules (including details of any Affiliated memberships)
2. A list of names of clubs with which the club has reciprocal visiting rights for members; and
3. A Club Alcohol Management Plan and Club Alcohol Policy (desirable)

Notes:

- The Agencies may request to inspect a copy of your staff training plan/manuals.
- Please remember to complete a separate **Notice of Duty Manager Appointment or Change form for any new Duty Manager appointments or termination of duty managers** and provide a copy to both the Alcohol Licensing Team and the Police, as detailed on the form ccc.govt.nz/consents-and-licences/business-licences-and-consents/alcohol/managers-certificate/notification-of-management-change

11. Payment and submitting the application

Please complete this form and forward it with all required documents. You can submit the form (and documents) online through the webpage or in person, or post to Alcohol Licensing, Christchurch City Council, 53 Hereford Street, PO Box 73013, Christchurch 8154.

This application cannot be accepted if the form is incomplete and documents are missing. Filing is not complete unless your invoice is paid. Invoices are posted to you 2 months in advance of the due date to your last address provided to us.

Accepted methods of payment are: CASH – EFTPOS – Internet Banking

Note: All application fees are for processing of an application and are non-refundable, they must be paid when you apply.

Any questions contact the Alcohol Licensing Team to discuss and for more information, ph 03 941 8999 or alcohollicensing@ccc.govt.nz

12. Important to note – Public notification of application

All alcohol licence application public notices are published on the dedicated webpage located on ccc.govt.nz/alcohol. Applications are no longer required to be published in the local newspaper.

1. We will take care of the publication of your public notice when you make your application to us.
 - There is a small administration charge for our assistance in loading the content onto the licensing notification webpage. The fee will need to be paid in advance of publication.
 - Your notice will be published within a week of your application being received and the public notice fee being paid.
2. We will send you a copy of the published notice for your records at the same time we send you the front entrance notice for display on your premises. You will need to display the notice on your main entrance for at least 25 working days.
3. Except in the case of a conveyance, within 10 working days after filing this application with the District Licensing Committee, the applicant must ensure that notice of this application in form 7 is attached in a conspicuous place on or adjacent to the site to which this application relates (unless the Secretary of the District Licensing Committee agrees that it is impracticable or unreasonable to do so).

13. Authorisation You must complete this section in full

Have you completed ALL relevant sections of this form and attached ALL requested documents? Yes No

Incomplete applications WILL be returned. We can only process your application once we have BOTH the Proof of Payment of fees AND the required paperwork (application form and required documents).

Privacy Statement

Information contained in your application and any supporting information will be held by Christchurch City Council to enable your application to be processed under the Sale and Supply of Alcohol Act 2012. Please note, your full application, including name and contact details will be used by Council staff to assess and provided to decision makers. Your application, with names only will be available on our website. However, if requested under the Local Government Official Information and Meetings Act 1987, we may disclose applications including personal details. If you feel there are reasons why your contact details and/or personal details should be kept confidential, please contact us.

The information will be provided to the statutory reporting agencies (the Police, the Medical Officer of Health, and the Council's Licensing Inspectors) for the purposes of assessing and reporting on your application, and to the Christchurch District Licensing Committee for the purposes of making a decision on your application. This information may form part of a public hearing of your application before the Christchurch District Licensing Committee and may be used in the Committee's decision for your application. Decisions will be made publicly available.

The Council is required to keep a record of every premises licence application (including for renewals and variations) filed with the District Licensing Committee and the Committee's decision on it. This information (which includes the application and all attachments) is made available to the Council's Licensing Inspectors, the Medical Officer of Health, and the Police for the purposes of monitoring ongoing compliance with any licence conditions and undertakings, Duty Manager appointments, and the Act.

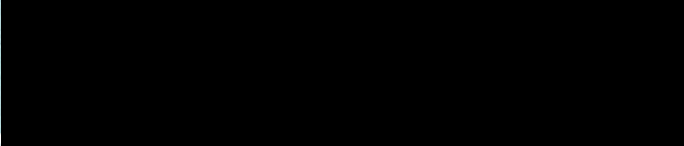
The Council is required to report statistics about applications to the Alcohol Regulatory and Licensing Authority.

Any member of the public may, under the Local Government Official Information and Meetings Act 1987, request access to information held by the Council. The Privacy Act 2020 applies to the Council and under that Act, you have the right to see and correct personal information that the Council holds about you.

I have read and understood the above privacy statement Yes No

Dated at Christchurch this 15th day of October 2024

Applicant's Signature
*(must not be signed
by an Agent or Solicitor)*



14. Important to note — Renewal with Variation Lodgement and Invoicing

Please make an appointment with an Alcohol Licensing Inspector to lodge your new renewal with variation before you make payment. The inspector will confirm your risk rating and fees and if required re-issue your invoice for payment of fees.

Renewal with Variations will not be accepted without an Inspector Verification being completed.

Lodgement notes - for office use only