

## Form 19 Application for Renewal of Manager's Certificate

### Section 224, Sale and Supply of Alcohol Act 2012

Application for a Renewal of Manager's Certificate is made in accordance with the details set out below:

<b>Certificate Number:</b>		<b>Expires:</b>	
<b>District Licencing Area where certificate issued (if other than Southland):</b> Please provide copy of existing certificate			
<b>Details of Applicant:</b>	<input type="checkbox"/> Male	<input type="checkbox"/> Female	
<b>Full Legal Name</b>			
<b>Date of birth</b>		<b>Place of birth</b>	
<b>Street Address</b>			
<b>Occupation</b>			
<b>Postal address for service of documents:</b>			
<b>Preferred Contact Number:</b>			
<b>Email Address:</b>			
<b>Current Place of Employment:</b>			
<b>Work Visa Status (if applicable):</b>			
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) received since the certificate was issued or last renewed]:			
<input type="checkbox"/> None			
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?			
Does the application hold the Licence Controller Qualification (LCQ)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Date obtained:		Please supply a copy	
Does the applicant hold the LCQ Bridging Test?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Date obtained:		Please supply a copy	
<b>Applicant Signature</b>		<b>Date</b>	

Office Use Only

<b>Date Stamp &amp; Document Number</b>	<b>Container:</b>
	<b>Payment: Cash/Online/Eft-Pos</b> <div style="text-align: right;">\$ 316.25</div>

# Application for Renewal of Manager's Certificate Questionnaire

1	<b>The Sale and Supply of Alcohol Act 2012</b>	
	In your own words describe the Object of the Act:	
2.	<b>Designations:</b>	
	Explain what each designation of licensed premises mean:	
	Undesignated:	
	Restricted:	
	Supervised	
3	<b>Minimum legal purchase age and proof of age</b>	
	What is the minimum age a person must be before you can sell them alcohol?	
	What three forms of identification qualify as a proof of age document?	
	(a)	
	(b)	
	(c)	
4	<b>The Duty Manager</b>	
	Give Details of the responsibilities of a Duty Manager:	
5	<b>Host Responsibility:</b>	
	List the topics that you would expect to see addressed in a Host Responsibility Policy:	