

# Form 19 - Application for a 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>	
If your previous Certificate application was not processed in Southland, which Council did you deal with?			
<b>DETAILS OF APPLICANT:</b>	<input type="checkbox"/> Male	<input type="checkbox"/> Female	
Full Legal Name:			
Date of Birth:		Place of Birth:	
Street Address:			
Occupation:			
Post address for service of documents:			
Current Place of Employment:			
Contact Phone Number(s)			
Email Address:			
Criminal convictions: [state all 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):			
What steps has the applicant taken to manage the sale and supply pursuant to the licence with the aim of contributing to the reduction of alcohol-related harm?			
Does the applicant hold the Licence Controller Qualification?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Date Obtained		(Please supply copy)	
Does the applicant hold the Licence Controller Bridging Test?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Date Obtained		(Please supply copy)	
Applicant Signature:		Date:	

<b>OFFICE USE ONLY</b>		
Area Office Stamp	Knowledge	LIQ Container: 300/35/5/
	Doc No:	Payment: Cash/Cheq/Eft/Credit/DD \$316.25

Applicant Name:

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**1 THE SALE AND SUPPLY OF ALCOHOL ACT 2012**

In your own words describe the Object of the Act:

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**2 DESIGNATIONS**

Explain what each designation of licensed premises mean:

Undesignated

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Restricted

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Supervised

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**3 MINIMUM LEGAL PURCHASE AGE AND PROOF OF AGE:**

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 THE DUTY MANAGER**

Give details of the responsibilities of a Duty Manager

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**5 HOST RESPONSIBILITY**

List the topics that you would expect to see addressed in a Host Responsibility Policy:

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