

# APPLICATION FOR MANAGER'S CERTIFICATE

Form 18  
Section 118 Sale of Liquor Act 1989

To: **The Secretary**  
**Otorohanga District Licensing Agency**  
**Otorohanga**

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

## 1 TYPE OF CERTIFICATE

General Manager's

Club Manager's

## 2 DETAILS OF APPLICANT

a) Full Name \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Town: \_\_\_\_\_ Postcode: \_\_\_\_\_  
 Occupation: \_\_\_\_\_  
 Date of Birth: \_\_\_\_\_  
 Driver's Licence Number: \_\_\_\_\_

b) Postal address for service of \_\_\_\_\_  
 documents: \_\_\_\_\_ Postcode: \_\_\_\_\_

c) Contact Phone Numbers: Home: \_\_\_\_\_ Work: \_\_\_\_\_  
 Mobile: \_\_\_\_\_ Email: \_\_\_\_\_

d) Has the applicant been convicted of any offence? YES / NO  
 If YES: What are the details of each offence?

Nature of Offence	Date of Conviction	Penalty Suffered

e) Has the applicant had any experience, in particular recent experience, in managing any premises or conveyance in respect of which a licence was in force? YES / NO  
If YES: What are the details of that experience?

---

---

f) Has the applicant had any relevant training, in particular recent training? YES / NO  
If YES: What are the details of that training and on what dates was it taken?

---

---

g) Does the applicant hold the Licence Controller Qualification? YES / NO  
If YES: On what date was that qualification obtained?

---

h) *(To be included only where the applicant seeks a Club Manager's Certificate)*  
What is the extent of the applicant's involvement in the management and activities of the club?

i) Does the applicant intend at this time to be the manager of any particular licensed premises? YES / NO  
If YES: What are the identifying particulars of those licensed premises?

---

Dated at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_

\_\_\_\_\_  
Applicant

---

---

**NOTES**

- 1 For the matters that are to accompany this application, see regulation 20(2) of the Sale of Liquor Regulations 1990.
- 3 If the applicant intends to be the manager of any particular licensed premises, the application must be filed with the District Licensing Agency with which the application for the licence was filed. In all other cases, the application should be filed with the District Licensing Agency for the District in which the applicant is residing.

---

---

**OFFICE USE ONLY**

Fee Paid: \_\_\_\_\_ Receipt No: \_\_\_\_\_ Date: \_\_\_\_\_