

APPLICATION FOR VARIATION OF LICENCE (ON A PERMANENT BASIS)

This form should be completed by licensees seeking a variation of their existing licence condition on a permanent basis. If you are seeking a catering away endorsement on your licence you need to complete Form 18 – Application for catering away endorsement on licence.

Office Use Only

Date received

Receipt No

Amount received

Instructions

Please complete in **BLOCK** letters. Attach extra pages if needed. If you need help completing this form, visit our website www.olgr.qld.gov.au or contact the Office of Liquor, Gaming and Racing on 13 13 04.

Privacy Statement – Please read

The Department is collecting information, including personal information, for the purposes of the *Liquor Act 1992*. In accordance with the legislation, some personal information may be passed to the Queensland Police Service to assist with criminal history searches, and business information is placed on a register that may be inspected by the public. In other instances, information on this form can be disclosed without your consent where authorised or required by law.

Warning: False or misleading statements will attract a maximum penalty of 100 penalty units or 6 months imprisonment and may lead to immediate cancellation of licence.

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Fees:

To find out the current application fee go to www.olgr.qld.gov.au

Section 1 Licensee details

Licensee (as shown on licence document)

Section 2 Premises details

Name of premises

Situated address of premises

Locality/Suburb State Postcode

Postal address

Locality/Suburb State Postcode

Phone Fax

Mobile Email

Section 3 Liquor licence number

Liquor licence number (as shown on licence document)

Section 4 Daytime contact details

Name

Phone Fax

Mobile Email

<p>Section 5 Existing condition to vary</p>	<p>What is the existing condition you wish to vary?</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>
<p>Section 6 Proposed variation</p>	<p>What is your proposed variation?</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>
<p>Section 7 Reason for variation</p>	<p>Please state your reasons for wanting this variation</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>
<p>Section 8 Variation to whole or part of premises</p>	<p>Do you want the new condition to relate to the whole premises, or only part/s of the licensed premises?</p> <p><input type="checkbox"/> Whole – Go to Section 9</p> <p><input type="checkbox"/> Parts – Which areas do you want the condition to apply to</p> <p>.....</p> <p>.....</p>
<p>Section 9 Acoustic report</p>	<p>Does the licensed premises fall within a Special Entertainment Precinct?</p> <p><input type="checkbox"/> Yes – Please contact your local Council – Go to Section 10</p> <p><input type="checkbox"/> No – You must attach an acoustic report by a qualified sound engineer. Is this report attached?</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No – This application cannot be finalised until an acoustic report is lodged</p>

<p>Section 10 Advertising</p>	<p>This application must be advertised. Details will be supplied by the Office of Liquor, Gaming and Racing. You may wish to apply to have this advertising waived if you can prove that special circumstances exist.</p> <p>If it is your intention to have advertising waived, a written request is required to be submitted detailing why special circumstances exist that don't require advertising in relation to amenity or disturbance to residents or businesses in the locality.</p> <p>Do you wish to have advertising waived?</p> <p><input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes – You must attach a submission in this regard</p>
<p>Section 11 Signature of licensee</p>	<p>I acknowledge that: (please tick)</p> <p><input type="checkbox"/> All questions have been answered;</p> <p><input type="checkbox"/> I have attached a risk-assessed management plan (RAMP);</p> <p><input type="checkbox"/> An acoustic report is attached (if applicable);</p> <p><input type="checkbox"/> The submission to have advertising waived is attached (if applicable); and</p> <p><input type="checkbox"/> My lodgement of this application is not a guarantee that the application will be successful.</p> <p>Name</p> <p>Signature</p> <p>Date <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p> <p style="text-align: center;"><small>D D M M Y Y Y Y</small></p>
<p>Lodgement details</p>	<p>Please lodge the completed application, any supporting documentation and fees at the Office of Liquor, Gaming and Racing at the address below or any Office of Liquor, Gaming and Racing office at Gold Coast (Southport), Sunshine Coast (Maroochydore), Toowoomba, Wide Bay, Rockhampton, Mackay, Mt Isa, Townsville or Cairns. The counter is open Monday to Friday, 8:30am to 4:30pm.</p> <p>By mail: Locked Bag 180, City East Q 4002</p> <p>In person: Office of Liquor, Gaming and Racing, Level 4, 33 Charlotte Street, Brisbane Qld 4000 or your nearest regional office</p>
<p>Payment details</p>	<p>Payment Type:</p> <p><input type="checkbox"/> Money Order</p> <p><input type="checkbox"/> Cheque – <i>Make cheque payable to Office of Liquor, Gaming and Racing</i></p> <p><input type="checkbox"/> Credit Card – Charge my:</p> <p><input type="checkbox"/> Mastercard <input type="checkbox"/> VISA</p> <p>Credit Card No. <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p> <p>Cardholder's Name:</p> <p>Amount Authorised: \$ Expiry Date:</p> <p>Signature:</p> <p><i>A receipt will not be issued unless specifically requested.</i></p>