

APPLICATION FOR NEW RESTRICTED LIQUOR PERMIT

Office Use Only

Date received

Receipt No

Amount received

Fees:

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

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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Section 1 Club details

Name of club

.....

Section 2 Premises details

Name of premises

Situated address of premises

Locality/Suburb State Postcode

Postal address of club (if same as physical address, write 'as above')

.....

Locality/Suburb State Postcode

Section 3 Premises contact details

Phone Fax

Mobile Email

Section 4 Contact person for application

Name

Phone Mobile

Postal address

Locality/Suburb State Postcode

Section 5 Permitted area details

Number of bars

Size of consumption area (metres x metres)

How area is defined (ie. bounds of clubhouse, ropes, barriers)

.....

.....

.....

Section 6 Duration of permit	Permit length: <input type="checkbox"/> 3 month <input type="checkbox"/> 6 month												
Section 7 Commencement date	Desired commencement 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"/> <small>D D / M M / Y Y Y Y</small>												
Section 8 Previous Restricted Liquor Permit	Have you previously held a Restricted Liquor Permit? <input type="checkbox"/> No <input type="checkbox"/> Yes – Do not continue with this application. You must complete Form 15 – Application for Renewal of a Restricted Liquor Permit.												
Section 9 Incorporated club	Is the club incorporated? <input type="checkbox"/> No – Go to Section 11 <input type="checkbox"/> Yes – Go to Section 10												
Section 10 Certificate of Incorporation	Is your certificate of incorporation attached? <input type="checkbox"/> No – You cannot proceed with this application until it is attached <input type="checkbox"/> Yes												
Section 11 Club constitution	<p>Is your club constitution attached?</p> <p><input type="checkbox"/> No – You can not proceed with this application until it is attached.</p> <p><input type="checkbox"/> Yes – The <i>Liquor Act 1992</i> requires that the rules of a club:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 80%;"></th> <th style="width: 20%; text-align: center;">Please indicate where in the constitution these clauses are found (clause or page number)</th> </tr> </thead> <tbody> <tr> <td>a) must provide that a person cannot be admitted as a member unless the person makes written application for membership and the application is approved at a meeting of the club's management committee; and</td> <td></td> </tr> <tr> <td>b) must provide that the members of the club entitled to vote at any meeting of the club do not include temporary or honorary members or minors; and</td> <td></td> </tr> <tr> <td>c) must provide that the club's management committee must be elected by the voting members of the club at a general meeting of the club for a period of at least 1 year; and</td> <td></td> </tr> <tr> <td>d) must provide that the management committee of the club must present to each annual general meeting of the club – (i) a written report of the club's operation throughout the year; and (ii) an audited statement of the club's financial position; and</td> <td></td> </tr> <tr> <td>e) must be consistent with the club being a non-proprietary club.</td> <td></td> </tr> </tbody> </table>		Please indicate where in the constitution these clauses are found (clause or page number)	a) must provide that a person cannot be admitted as a member unless the person makes written application for membership and the application is approved at a meeting of the club's management committee; and		b) must provide that the members of the club entitled to vote at any meeting of the club do not include temporary or honorary members or minors; and		c) must provide that the club's management committee must be elected by the voting members of the club at a general meeting of the club for a period of at least 1 year; and		d) must provide that the management committee of the club must present to each annual general meeting of the club – (i) a written report of the club's operation throughout the year; and (ii) an audited statement of the club's financial position; and		e) must be consistent with the club being a non-proprietary club.	
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**Section 12
Trading days
and hours**

Either maximum of 10 hours a week or maximum of 25 hours a week.

Proposed trading days and hours:

DAYS	INTENDED TRADING HOURS
eg Monday	6.00pm – 8.00pm

**Section 13
Entertainment
details**

Will you conduct entertainment on the premises?

- No
- Yes – Please provide details
-
-

**Section 14
Consent of
owner**

**Must be signed by
owner of freehold
land.**

As owner of the premises described in this form, I consent to this application.

Note: Evidence of power of attorney must be provided if signing on behalf of an owner.

Name

Signature

Date / /

**Section 15
Council
endorsement**

I, of

received this application on / /

I object – Please send a written report outlining your reasons

I do not object

to this application for a Restricted Liquor Permit.

Name Position

Signature Date / /

Section 16
Police
endorsement

Please note: it is
the applicant's
responsibility to
collect Police
endorsement

I, of station

received this application on / /
D D M M Y Y Y Y

I object – Please send a written report outlining your reasons

I do not object

to this application for a Restricted Liquor Permit.

Name Position

Signature Date / /
D D M M Y Y Y Y

Section 17
Signature
of club
president/
secretary

Name

Signature

Date / /
D D M M Y Y Y Y

Lodgement
details

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.

By mail: Locked Bag 180, City East Q 4002

In person: Office of Liquor, Gaming and Racing, Level 4, 33 Charlotte Street, Brisbane Qld 4000
or your nearest regional office

Payment details

Payment Type:

- Money Order
- Cheque – *Make cheque payable to Office of Liquor, Gaming and Racing*
- Credit Card – Charge my:

Mastercard VISA

Credit Card No.

Cardholder's Name:

Amount Authorised: \$ Expiry Date:

Signature:

A receipt will not be issued unless specifically requested.