



**WHANGANUI  
DISTRICT COUNCIL**  
Te Kaunihera a Rohe o Whanganui

Whanganui District Council  
101 Guyton Street  
PO Box 637  
Whanganui 4500  
Phone 349 0001  
Fax 349 0536

## Application for Town Planning and Building Certificate of Compliance

### APPLICANT DETAILS

Name: .....

Street Address: .....

Postal Address: .....

Phone No: .....

Bus: ..... Home: ..... Cellphone: .....

### PREMISE DETAILS

Address of proposed Licensed premises: .....

Proposed trading name for the premise: .....

Maximum Occupancy Numbers: .....

Please select one of the following:

A) A new building – i.e. not built yet or, in the process of being completed and subject to:

Building Consent: .....

B) An existing building to which alterations are being made **and/or** the use is being changed or subject to:

Building Consent: .....

C) An existing building – no change of use or alterations being made.

Yes/No: .....

**If you answered Yes to the previous question, please complete the following declaration:**

Where the premise is an existing building or is part of an existing building and there will be no change of alterations:

I, ..... declare that the premises located at .....  
..... Whanganui, that has been operated as a .....  
will continue to be operated as a ..... during my tenure, and

I declare that I do not intend to make alterations to the premises.

I understand that if, at a later date, I decide to undertake alterations to the premises, I must apply to the Whanganui District Council for all appropriate consents.

Printed Name: .....

Signature: .....

Dated: .....

**P.T.O.**

## OWNER DETAILS

Is the applicant the owner of the proposed licensed premises?

YES / NO

If No, then please complete the following:

Owner's Full Name:

Postal Address:

## BUSINESS DETAILS

What type of liquor licence do you want, please tick box:

- On Licence                      Sale of liquor for consumption on the premise
- Off Licence                        Sale of liquor for consumption off the premise
- Club Licence                      Sale of liquor for consumption by Club members

What is the general nature of the business to be conducted by the applicant if the licence is granted?

Tick one of the following:

- Tavern / Bar                               Entertainment Venue                               Mail Order
- Hotel     Sports Club/ Club                               Supermarket
- Restaurant / Cafe                               Bottle Store                                       Grocery Store
- Complimentary to other goods sold (e.g. Florist, Gift Baskets)

Is the sale of liquor intended to be the principal purpose of the business?

YES / NO

If No, what is intended to be the principal purpose of the business?

On which days and during which hours does the applicant intend to sell liquor under the licence?

## ADDITIONAL INFORMATION REQUIRED

This application must be accompanied by:

- A street map showing the location of the premises within Whanganui
- Application Fee \$120.00
- A current copy of the relevant **Certificate of Title** (provide documentary evidence of the ownership and legal description of the land on which the premise is sited).

## PLEASE NOTE

- You are strongly advised to obtain this Certificate of Compliance before applying for a liquor licence. If your proposal does not meet the requirements of the Resource Management Act or New Zealand Building Act a Certificate will not be granted. If there is not a valid Certificate of Compliance then one of the prerequisites for a liquor licence is absent.
- The information provided in this form and any documents attached to the application will be used for purposes pursuant to any requirements under the Sale and Supply of Alcohol Act 2012 that relates to the lodging and processing of an application for a liquor licence.

Please send this application to: Liquor Licensing, Whanganui District Council, PO Box 637, Whanganui 4501