



Western Australia

Liquor Licensing Regulations 1989

Reprinted as at 7 January 2000

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CONTENTS

1.	Citation	1
2.	Commencement	1
3.	Forms	1
3A.	Interpretation	2
4.	“Low alcohol liquor” — prescribed level	2
4AA.	“Liquor” — proportion of ethanol	2
4A.	“Liquor” — alcohol based food essence is a prescribed substance	3
5.	“Record” — section 3	4
6.	Exception to section 4(8)	5
7.	Approved courses	6
8.	Exempt sales	6
9.	Persons who may take and administer oaths and affirmations	8
9A.	Special facility licences	8
10.	Producer’s licence — requirements to be met by applicant	11
10A.	Producer’s licence condition — blended wines	12
11.	Plans and specifications	12
12.	Requirements relating to advertisement of certain applications	14
12A.	New Year 2000 weekend — extended trading hours	14
12B.	Local government or Aboriginal community may choose not to have trading hours extended on the New Year 2000 weekend	16
12C.	Receipt and notice of refusal of application to be kept at premises	17
12D.	Evidence	17

Contents

13.	Records — section 68(1)	18
14.	Persons entitled to object	18
15.	Particulars to be included in register of lodgers	18
16.	Liability of licensee — prescribed amount	19
17.	Notice to juveniles declaring out of bounds area	19
18.	Regulated premises	19
18A.	Evidence of age	19
18B.	Proof of Age Cards	20
18C.	Form and content of Proof of Age Cards	21
18D.	Lost, stolen or destroyed Proof of Age Cards	22
18E.	Section 104(2) — prescribed agreement or arrangement	22
19.	Application for a subsidy — Forms 19 and 19A	22
20.	Extension of definition of “wholesaler”	22
21.	Subsidy for wholesalers	23
21A.	Subsidy for producers of wine	25
21AB.	Subsidy for producers of beer	26
21AC.	Subsidy only payable once in respect of a sale of liquor	26
21B.	Conditions imposed by Director in respect of a subsidy	27
21C.	Licensees required to keep records — section 145(1)	27
22.	Form and content of record under section 145	27
23.	Verification and lodgement of returns	29
24.	Prescribed information — returns	31
25.	Payment of moneys	33
26.	Fees generally	33
27.	Infringement notices	35

Schedule 1

Schedule 2

Schedule 3

Notes

Defined Terms



Western Australia

Reprinted under the
Reprints Act 1984 as
at 7 January 2000

Liquor Licensing Act 1988

Liquor Licensing Regulations 1989

1. Citation

These regulations may be cited as the *Liquor Licensing Regulations 1989*¹.

2. Commencement

These regulations shall come into operation on the day on which the *Liquor Licensing Act 1988* comes into operation¹.

3. Forms

- (1) For the purposes respectively specified in the heading to those forms, a form set out in the manner specified in Schedule 1 shall be deemed to be in the prescribed form.
- (2) Where particulars or matters are referred to in a form to be used under these regulations information as to those particulars and matters is required to be supplied, in accordance with the directions, if any, on that form, in so far as may be applicable to the particular case.
- (3) All applications and accompanying documents, other than plans, shall be on paper of A4 size.

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- (4) An application for —
- (a) the grant of a licence, other than an occasional licence;
or
 - (b) the transfer or removal of a licence,
- shall, together with all accompanying documents other than plans, be lodged in triplicate.

3A. Interpretation

- (1) In these regulations, unless the contrary intention appears —
- “**producer**” has the meaning given in section 129 of the Act;
 - “**wholesaler**” has the meaning given in section 129 of the Act;
 - “**WST**”, in relation to liquor, means the wholesale sales tax paid, or payable, in respect of that liquor under the *Commonwealth Sales Tax Assessment Act 1992*.
- (2) In these regulations, unless the contrary intention appears, a reference to a section is to be taken to be a reference to a section of the Act.

*[Regulation 3A inserted in Gazette 30 January 1998 p.561;
amended in Gazette 22 May 1998 p.2940.]*

4. “Low alcohol liquor” — prescribed level

For the purposes of the definition of “low alcohol liquor” in section 3(1) of the Act, the prescribed concentration of ethanol in liquor is 3.5%.

[Regulation 4 inserted in Gazette 22 May 1998 p.2940.]

4AA. “Liquor” — proportion of ethanol

For the purposes of paragraph (a) of the definition of “liquor” in section 3(1) of the Act, 0.5% ethanol by volume is prescribed as the proportion of a beverage which at 20° Celsius is liquor.

*[Regulation 4AA inserted in Gazette 22 May 1998 p.2940;
amended in Gazette 6 October 1998 p.5564.]*

4A. “Liquor” — alcohol based food essence is a prescribed substance

- (1) The following substances are prescribed under paragraph (b) of the definition of “liquor” in section 3(1) as being liquor for the purposes of the Act —
- (a) an alcohol based food essence that is sold by way of retail sale;
 - (b) an alcohol based novelty food item that is sold by way of retail sale.

- (2) In subregulation (1) —

“alcohol based food essence” means a preparation of flavouring substance in liquid form with a concentration of ethanol exceeding 1.15% by volume in a container that has a volume exceeding —

- (a) 100 millilitres, in the case of natural vanilla essence;
or
- (b) 50 millilitres, in any other case;

“alcohol based novelty food item” means a food item or ice confection which contains more than 0.5% ethanol by volume and is modelled on children’s food stuff, including but not limited to, lollipops, ice-creams, or jellies;

“retail sale” has the meaning given in the *Retail Trading Hours Act 1987*.

[Regulation 4A inserted in Gazette 23 September 1994 p.4901; amended in Gazette 30 December 1994 p.7329; 26 November 1996 p.6629; 30 April 1999 pp.1820-1.]

5. “Record” — section 3

- (1) For the purposes of the interpretation of the expression “record” in section 3(1) the following sources of information are prescribed —
- (a) in respect of any transaction involving the sale or purchase of liquor, the original, or a true copy, of any order form, invoice, delivery docket or advice, or other record or document which evidences the sale or purchase and which is supplied, or to be supplied, to or by the licensee;
 - (b) in respect of any transaction involving the sale or purchase of liquor, the original or a true copy of —
 - (i) any deposit slip or statement, lodged with or issued by a bank or other financial institution by or to the licensee, which records the deposit or withdrawal of moneys received or paid by the licensee in respect of the transaction;
 - (ii) any cheque butt or counterfoil of the licensee, indicating the name of the payee, a cheque number or other reference number, the amount paid by the cheque, and the date of the payment;
 - (iii) any document supplied to the licensee in relation to the movement of liquor to or from, or the storage of liquor in, premises which are —
 - (A) the subject of a warehouse licence under the *Customs Act 1901*; or
 - (B) an approved place under the *Excise Act 1901*,
of the Commonwealth;
 - (iv) any return or other document which the licensee is required to complete or submit pursuant to —
 - (A) the *Sales Tax Assessment Act (No. 1) 1930*;

- (B) the *Customs Act 1901*; or
 - (C) the *Excise Act 1901*,
- of the Commonwealth;
- (v) any other journal, document or other record which evidences —
 - (A) the sale or purchase of liquor by the licensee;
 - (B) any other transaction involving liquor to which the licensee is a party; or
 - (C) the delivery, transport or other movement of liquor.
- (2) For the purposes of this regulation, a reference —
- (a) to a **“sale”**, shall be construed having regard to the interpretation of the expression “sell” in section 3(1) and to the requirement of section 145(1) that the record include transactions involving any other disposal of liquor; and
 - (b) to a **“purchase”**, shall be construed having regard to the interpretation of the expression “sell” in section 3(1) and to the requirement of section 145(1) that the record include transactions involving any other acquisition of liquor.

[Regulation 5 amended in Gazette 30 January 1998 p.562.]

6. Exception to section 4(8)

For the purposes of section 4(8) of the Act, the sale of liquor from outside the State to a liquor merchant who is licensed under the Act and resident in the State is not deemed to be concluded in the State.

[Regulation 6 inserted in Gazette 22 May 1998 p.2941.]

7. Approved courses

An educational course of instruction or training that includes as a required element the tasting, sampling or use of liquor is an approved course for the purposes of section 6(1)(c) of the Act if it is conducted —

- (a) by a post-secondary or tertiary educational institution; or
- (b) by a person approved in writing by the Director.

[Regulation 7 inserted in Gazette 16 May 1995 p.1859.]

8. Exempt sales

- (1) The following sales are exempted from the application of the Act —

- (a) the sale of liquor in bond by the proprietor of premises which are the subject of a warehouse licence under the *Customs Act 1901* of the Commonwealth, to a person who proposes personally to take the liquor outside Australia;
- (b) the sale of liquor on a train in the course of an interstate rail passenger service to or from Perth;
- (c) the sale or supply of liquor together with flowers, a food parcel or a gift hamper to be delivered by the vendor or supplier as a gift to a person other than the purchaser, vendor or supplier, where —
 - (i) the quantity of liquor sold or supplied does not exceed 2 litres; and
 - (ii) that liquor was purchased by the vendor or supplier from the holder of a hotel licence or a liquor store licence;
- (d) the sale or supply of liquor as a prize in a lottery conducted in accordance with the *Gaming Commission Act 1987*;
- (e) the sale of liquor to the master of a ship as ships' stores for consumption on that ship outside the territorial waters of the State;

-
- (f) the sale or supply of liquor for use during a course of vocational instruction and training at a college or other vocational education and training institution under the *Vocational Education and Training Act 1996*;
 - (g) the sale by a person, authorized in writing by the Director, of an alcohol based food essence, as defined in regulation 4A(2);
 - (h) the sale or supply of liquor —
 - (i) by a person who conducts or manages an approved nursing home, within the meaning of the *Hospitals and Health Services Act 1927*, to a person who is a patient and resident of the nursing home;
 - (ia) by a person who conducts or manages a hospital, within the meaning of the *Hospitals and Health Services Act 1927*, to a patient of that hospital;
 - (ii) by a person who conducts or manages an approved private psychiatric hostel, within the meaning of the *Hospitals and Health Services Act 1927*, to a person who is a resident of the private psychiatric hostel; or
 - (iii) by a person —
 - (I) who operates a hostel as; or
 - (II) who manages a hostel on behalf of,
 - an approved operator of hostels, to an aged person or disabled person who is a resident of the hostel.
- (2) In subregulation (1)(h)(iii), “**aged person**”, “**approved operator**”, “**disabled person**” and “**hostel**” each has the same meaning as it has in the *Aged or Disabled Persons Care Act 1954* of the Commonwealth.

[Regulation 8 amended in Gazette 21 February 1992 pp.933-4; 30 December 1994 p.7330; 26 November 1996 pp.6629-30; 30 January 1998 p.562; 28 April 1998 p.2198; 22 May 1998 p.2941; 30 April 1999 p.1821.]

9. Persons who may take and administer oaths and affirmations

For the purposes of section 18(3)(c) the following persons are prescribed —

- (a) the Judge;
- [(b) deleted]*
- (c) the Director; and
- (d) a clerk of courts who is a person authorized by the Director under section 15(1)(b) to determine applications for the grant of occasional licences or the issue of extended trading permits.

[Regulation 9 amended in Gazette 22 May 1998 p.2941.]

9A. Special facility licences

- (1) For the purpose of section 46(3)(a) of the Act the following purposes are prescribed as purposes in respect of which a special facility licence may be granted —
 - (a) a works canteen, authorizing the sale of liquor at a canteen for consumption at the canteen, or at other specified locations, where the liquor is sold or supplied by a person undertaking a project or carrying on a business at or near the canteen, to provide for the needs of the employees and other persons engaged in work being carried out on that project or for that business;
 - (b) a seafarers canteen, authorizing the sale of liquor at a canteen which is, or is to be, conducted in a seaport by a body of persons approved by the Director, to provide services or amenities (additional to the sale of liquor) to the members of the crews of ocean-going vessels and their guests;
 - (c) a theatre, authorizing the sale of liquor to patrons of a cinema or other theatre at which entertainment is, is to be, or has been held;

- (d) a ballroom, authorizing the sale of liquor to persons attending dancing where music is provided by a band consisting of 4 or more persons;
- (e) a reception or function centre, authorizing the sale of liquor to persons attending a function or reception at premises primarily used as a venue for functions and receptions;
- (f) private or public transport, authorizing the sale of liquor to passengers and their guests —
 - (i) while, after or during travel by means of a specified means of transport;
 - (ii) at specified refreshment rooms or other premises at an airport, railway, bus station or seaport;
- (g) historical or cultural preservation, authorizing the sale of liquor at premises of architectural or historic significance, or otherwise of cultural interest, which have at some time in the past been licensed or used as a hotel;
- (h) tourism, authorizing the sale of liquor to persons likely to be attracted to, or present at places or premises that, in the opinion of the licensing authority are or will become —
 - (i) a tourist attraction; or
 - (ii) a facility that enhances the State's tourist industry;
- (i) post secondary educational institutions, authorizing the sale of liquor to students and staff of the institution and their guests;
- (j) a sports promotion, authorizing the sale of liquor to persons attending a sporting event at premises primarily used for playing and viewing sporting events;

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- (k) foodhalls, authorizing the sale of liquor from the specified licensed premises, for consumption in the foodhall ancillary to a meal;
- (l) a food and beverage caterer, authorizing the sale of liquor for consumption at premises where the caterer has agreed to provide food or beverages;
- (m) a bed and breakfast facility, authorizing the sale of liquor to persons staying in accommodation facilities that offer bed and breakfast facilities to guests;
- (n) a room service facility, authorizing the sale of —
 - (i) liquor in a restaurant to a person, whether or not ancillary to a meal eaten by the person, if the liquor is consumed at a dining table and not more than 20% of the seating capacity for customers on the premises is available, or being used at any one time, for persons to consume liquor other than ancillary to a meal; or
 - (ii) packaged liquor from a restaurant as a service to persons resident in serviced apartments ordering room service from the restaurant;
- (o) amusement venues, authorizing the sale of liquor at premises the primary purpose of which is the playing and viewing of snooker, bowling, electronic games or other similar amusement;
- (p) a wine club, authorizing the sale of packaged liquor sent to a person who is a member of a wine club in the State, from a place outside the State by a liquor merchant who is authorized under the law of another State or Territory to sell liquor;
- (q) a liquor auction, authorizing the sale of packaged liquor by way of auction at specified premises for consumption off those premises.

- (2) In subregulation (1) —
“**specified**” means specified in the special facility licence.
- (3) For the purposes of section 46(6) of the Act a special facility licence granted for one of the following purposes is a licence of a type prescribed:
- (a) works canteen;
 - (b) foodhall;
 - (c) private or public transport;
 - (d) food and beverage caterers;
 - (e) bed and breakfast facility;
 - (f) room service facility;
 - (g) wine club; or
 - (h) liquor auction.

[Regulation 9A inserted in Gazette 22 May 1998 pp.2941-2.]

10. Producer’s licence — requirements to be met by applicant

For the purposes of section 57(d) of the Act the following requirements are prescribed —

- (a) where the applicant does not have appropriate liquor producing facilities at the premises specified in the application, the applicant —
 - (i) has access to such facilities; and
 - (ii) is the occupier of a vineyard, orchard or apiary at the premises which yields, or has the potential to yield, sufficient produce to enable the applicant to be regarded as a genuine producer of liquor;

or

- (b) where the applicant has appropriate liquor producing facilities at premises specified in the application, and is, or will be, a genuine producer of liquor, then —
 - (i) those premises; or

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- (ii) if those premises are not in a convenient location for the sale of the liquor produced, other premises in reasonable proximity to the premises where the liquor is, or is to be, produced, are suitable premises from which the applicant, as a producer of liquor, may sell the liquor produced.

[Regulation 10 inserted in Gazette 22 May 1998 p.2942.]

10A. Producer's licence condition — blended wines

If the holder of a producer's licence produces wine by blending, it is a condition of that licence under section 55(2) of the Act that at least 50% of the wine produced is fermented by or under the direction of that person, so that the wine is uniquely that person's own produce.

[Regulation 10A inserted in Gazette 22 May 1998 p.2942.]

11. Plans and specifications

- (1) Unless the Director otherwise authorizes, plans submitted under section 66 are required to include —
 - (a) floor plans in triplicate, drawn to a scale of 1:100, of each level of each building on the premises to which the application relates, showing fixtures and the uses of all rooms, each floor plan being drawn on a separate sheet of paper;
 - (b) a site plan in duplicate, drawn to a scale of 1:500 either on one of the floor plan sheets or on a separate sheet of paper, showing —
 - (i) an outline of every building on the premises to which the application relates;
 - (ii) the boundary of the land on which those premises are or are to be situated;
 - (iii) the front entrance of every building on those premises;

- (iv) car parks and vehicular access to adjacent streets;
 - (v) the names of adjacent streets; and
 - (vi) features such as swimming pools and other outdoor areas on those premises;
- (c) a map in duplicate of the relevant district, drawn on paper of at least A4 size, or, if space permits, on a floor plan or site plan sheet, showing the land on which the proposed licensed premises are or are to be situated; and
- (d) a plan in duplicate, drawn to a scale of 1:100 and showing elevations and sectional drawings of every building on the premises to which the application relates, including the ceiling heights and the uses of all rooms,

and in the case of an application to alter premises, a distinguishing and contrasting colour shall be used to indicate the proposed alterations.

- (2) A plan referred to in subregulation (1) shall be drawn —
- (a) by a duly qualified architect, surveyor, town planner, engineer, builder or draftsman in ink on opaque drafting bond paper of at least A1 size, or be xerographic photocopies which are of the same size as the original within a tolerance of 5%; and
 - (b) so as to comply with Australian Standard 1100, Technical Drawing Part 101 — 1984 General Principles and Part 301 — 1985 Architectural Drawing of the Standards Association of Australia,

and shall show the date of preparation, the scale, the direction of north and the name of the person who prepared the plan.

- (3) The specifications to be submitted under section 66(5) shall be in duplicate, typed on paper of at least A4 size, and include a detailed list of materials used or to be used in the construction of the premises to which the application relates, together with a

description of all wall and ceiling finishes, floor coverings and kitchen equipment.

- (4) Details of all fixtures, fittings, liquor services, food storage areas, food preparation areas, and sanitary conveniences shall be —
 - (a) included in any plan to which subregulation (1)(a) or (1)(d) refers; and
 - (b) provided in the specifications.

12. Requirements relating to advertisement of certain applications

A notice of an application required to be kept posted and displayed under section 67(4)(b) shall —

- (a) be affixed to a board or other stiff material;
- (b) be typed or printed on paper of A4 size in bold-faced, upper case letters at least 4 millimetres in height; and
- (c) be headed by the words “*LIQUOR LICENSING ACT*—NOTICE OF APPLICATION” in bold-faced, upper case letters at least 70 millimetres in height.

12A. New Year 2000 weekend — extended trading hours

- (1) A licensee of a licence referred to in the Table to this regulation may make application on or before 15 November 1999 for the hours during which the licensee is authorized to sell liquor in relation to the licensed premises specified in the application to be extended in accordance with that Table.
- (2) An application is to specify —
 - (a) the name and licence number of the applicant; and
 - (b) the name and address of the licensed premises in relation to which the extension of trading hours is sought,and is to be accompanied by a fee of \$150.

- (3) Unless the Director has refused an application under subregulation (4), on 1 December 1999 an application in respect of which a receipt has been given by the Director is to be taken to be approved and —
 - (a) the applicant is authorized to sell liquor from the premises specified in the application in accordance with the Table to this regulation; and
 - (b) that authorization is to be taken to be a condition of the licence relating to the premises.
- (4) The Director, by notice in writing served on the applicant before 1 December 1999 —
 - (a) is to refuse an application in respect of licensed premises located in the district of a local government, or the community lands of an Aboriginal community, in relation to which the Director has been notified under regulation 12B that the local government or council, as is relevant, does not want the trading hours of licensed premises extended under this regulation; or
 - (b) may refuse an application if the Director is of the opinion that it is in the public interest to do so,and the decision of the Director to refuse an application is not subject to review or appeal.
- (5) If an application is refused, the Director is to refund \$130 of the fee paid by the applicant under subregulation (2).

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Table of extended trading hours for the New Year 2000 weekend

licence type	extension of hours	any restrictions
Hotel licence	on New Year's Day — from 2 a.m. to 6 a.m. on 2 January 2000 — up to 2 a.m. and from 10 p.m. to midnight	the extended hours apply only in respect of sales of liquor for consumption on the premises
Liquor store licence	on 31 December 1999 — from 10 p.m. to midnight on 2 January 2000 — from 10 a.m. to 10 p.m.	
Cabaret licence	on New Year's Eve — from 4 p.m. to 6 p.m. on 3 January 2000 — up to 6 a.m.	
Club licence, other than a club restricted licence	on New Year's Day — from 2 a.m. to 4 a.m. on 2 January 2000 — from 10 p.m. to midnight	the extended hours apply only in respect of sales of liquor for consumption on the premises

*[Regulation 12A inserted in Gazette 31 August 1999
pp.4237-8.]*

12B. Local government or Aboriginal community may choose not to have trading hours extended on the New Year 2000 weekend

On or before 31 October 1999 —

- (a) a local government; or
- (b) the council of an Aboriginal community under the *Aboriginal Communities Act 1979*,

may notify the Director in writing that it has decided that it does not want the trading hours of licensed premises in the district of

the local government, or the community lands of the community, as is relevant, extended under regulation 12A during the New Year 2000 weekend.

[Regulation 12B inserted in Gazette 31 August 1999 p.4238.]

12C. Receipt and notice of refusal of application to be kept at premises

- (1) A licensee shall keep and retain on the licensed premises to which it relates for 3 months after receiving it —
 - (a) a receipt given in respect of an application under regulation 12A; and
 - (b) a notice refusing an application served under regulation 12A(4).
- (2) A licensee shall make a receipt or notice referred to in subregulation (1) available for inspection by an authorized officer at the officer's request.
- (3) An authorized officer may —
 - (a) examine a receipt or notice produced under this regulation;
 - (b) make a copy of the receipt or notice; and
 - (c) retain the receipt or notice for such reasonable period as may be necessary for the purposes of the Act.
- (4) A licensee who contravenes subregulation (1) or (2) commits an offence and is liable to a penalty of \$2 000.

[Regulation 12C inserted in Gazette 31 August 1999 p.4239.]

12D. Evidence

In the absence of evidence to the contrary, a copy of a notice refusing an application under regulation 12A in relation to particular licensed premises and certified by the Director as —

- (a) being such a copy; and

(b) having been served under regulation 12A(4),

is to be taken to be proof that the extended trading hours specified in the Table to regulation 12A in relation to the relevant licence are not permitted hours in relation to those premises.

[Regulation 12D inserted in Gazette 31 August 1999 p.4239.]

13. Records — section 68(1)

- (1) The records required to accompany a notice of application for the grant or transfer of a licence, other than an occasional licence, under section 68(1)(b) shall be in the form of a written statement and shall contain, in respect of each applicant, the details set out in the third column of Schedule 2 opposite the relevant category of applicant described in the second column of that Schedule.
- (2) If the applicant is a body corporate the records referred to in subregulation (1) shall be verified under the seal of the body corporate.

14. Persons entitled to object

In any case where an affected area is not specified, a right to object to an application is conferred under section 73(2)(b) —

- (a) on any person; and
- (b) on any ground permitted by section 74.

15. Particulars to be included in register of lodgers

For the purposes of section 105(4)(c) the following particulars are to be included in the register of lodgers —

- (a) the date of the lodger's arrival at the premises;
- (b) the room assigned to the lodger, identified by its number or other unambiguous means; and

- (c) the date of the lodger's proposed departure from the premises, and the actual date of departure if different.

16. Liability of licensee — prescribed amount

For the purposes of section 107 a licensee is not liable to a lodger beyond the amount of \$200 per item of property lost or damaged.

17. Notice to juveniles declaring out of bounds area

A notice for the purposes of section 121(6) shall —

- (a) be in the form set out in Form 18 in Schedule 1; and
- (b) be printed, on paper or durable material of at least A4 size, in bold-faced, upper case letters —
 - (i) in the heading, at least 20 millimetres in height; and
 - (ii) otherwise, at least 10 millimetres in height.

18. Regulated premises

For the purposes of section 122(1)(f) the following premises are deemed to be regulated premises —

- (a) a theatre; or
- (b) an educational institution, including any grounds surrounding that institution.

18A. Evidence of age

- (1) A proof of age card issued under regulation 18B is a prescribed document for the purposes of section 126(1)(b)(i)(III) of the Act.
- (2) A person who is required to produce evidence of his or her age to an authorized officer, because the age of the person is or may be material to a suspected offence within the meaning of section 160(1) of the Act, may comply with the requirement by

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producing a proof of age card issued to the person under regulation 18B.

[Regulation 18A inserted in Gazette 22 May 1998 p.2943.]

18B. Proof of Age Cards

- (1) The Director may issue a Proof of Age Card to a person if the person is at least 18 years old and applies to the Director in accordance with this regulation.
- (2) An application for a Proof of Age Card shall be made in a form approved by the Director and be accompanied by —
 - (a) sufficient documentary evidence of the applicant's identity and age;
 - (b) 2 identical colour photographs (of the size required for a passport) of the applicant, taken within the 6 months immediately preceding the date of the application, with each photograph bearing the endorsement set out in subregulation (4) and the signature of the approved person who makes the endorsement; and
 - (c) the appropriate fee set out in Schedule 3.
- (3) The applicant shall provide any other information or documents (which may include an example of the applicant's signature in a medium specified by the Director) that the Director may require in relation to the application.
- (4) The endorsement referred to in subregulation (2)(b) shall be made by an approved person in the following words: "This is a true photograph of [*the full name of the applicant to be inserted here*].".
- (5) In this regulation —

“approved person” means a person —

 - (a) who is not related by birth or marriage to the applicant:

- (b) who has known the applicant for at least one year;
and
- (c) before whom a statutory declaration may be made under section 2 of the *Declarations and Attestations Act 1913*;

“sufficient documentary evidence of the applicant’s identity and age” means —

- (a) the applicant’s birth certificate;
- (b) the applicant’s passport;
- (c) the applicant’s motor vehicle driver’s licence (but only if it displays a photograph of the applicant); or
- (d) a document that the Director considers to be equivalent to the document referred to in paragraph (a), (b) or (c),

and any other document or documents that the Director may require the applicant to produce to prove the applicant’s identity and age to the Director’s satisfaction.

[Regulation 18B inserted in Gazette 3 December 1996 p.6690; amended in Gazette 14 November 1997 p.6446.]

18C. Form and content of Proof of Age Cards

- (1) A Proof of Age Card issued to a person under regulation 18B —
 - (a) shall be in a form approved by the Director; and
 - (b) shall display a photograph of the person, the person’s date of birth, the person’s signature and any other matter that the Director may approve.
- (2) In subregulation (1) —

“photograph” and **“signature”** include a reproduction, produced by any process approved by the Director, of a photograph or signature.

[Regulation 18C inserted in Gazette 3 December 1996 pp.6690-1.]

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18D. Lost, stolen or destroyed Proof of Age Cards

A person may obtain a replacement for a Proof of Age Card that has been lost, stolen or destroyed, or that otherwise needs to be replaced, by applying to the Director in accordance with regulation 18B.

[Regulation 18D inserted in Gazette 3 December 1996 p.6691.]

18E. Section 104(2) — prescribed agreement or arrangement

For the purposes of section 104(2) of the Act, an agreement or arrangement entered into by a licensee which is a body corporate under which the proceeds from the business carried on under the licence are distributed by way of dividends to shareholders in the body corporate, is a prescribed agreement or arrangement.

[Regulation 18E inserted in Gazette 22 May 1998 p.2943.]

19. Application for a subsidy — Forms 19 and 19A

- (1) Application for a subsidy is to be made to the Director —
 - (a) by a producer, in the form set out in Form 19 in Schedule 1; or
 - (b) by a wholesaler, in the form set out in Form 19A in Schedule 1.
- (2) Application for a subsidy is to be made not later than one year after the sale or other disposal, in respect of which the subsidy is claimed, took place.

[Regulation 19 inserted in Gazette 30 January 1998 p.562.]

20. Extension of definition of “wholesaler”

The following persons are prescribed for the purposes of the definition of “wholesaler” in section 129 of the Act —

- (a) a liquor merchant authorized under the law of another State or a Territory to sell liquor;

- (b) the holder of a special facility licence the conditions of which authorize the sale of liquor in the manner set out in section 58(1) of the Act.

[Regulation 20 inserted in Gazette 30 January 1998 p.562.]

21. Subsidy for wholesalers

- (1) For the purposes of section 130(3) of the Act, the subsidy for a wholesaler is to be calculated as follows —

$$\text{WS} = 43.06\% (\text{Extra WST (B)}) + 41.20\% (\text{Extra WST (W)})$$

Where:

WS = the wholesaler's subsidy payment;

Extra WST (B) = the amount by which the WST paid by the wholesaler on beer in respect of which the wholesaler is eligible for a subsidy, in accordance with subregulation (2) or (3), was increased as a result of the 1997 Commonwealth Acts;

Extra WST (W) = the amount by which the WST paid by the wholesaler on wine in respect of which the wholesaler is eligible for a subsidy, in accordance with subregulation (2) or (3), was increased as a result of the 1997 Commonwealth Acts.

- (2) For the purposes of section 130(1) of the Act, subsidies are payable to a liquor merchant prescribed as a wholesaler by regulation 20 only in respect of sales of low alcohol liquor —
- (a) to persons resident in this State; and
 - (b) where the liquor is sold in the manner set out in section 58(1) of the Act, on or from premises from which the liquor merchant is authorized under the law of that State or Territory to sell liquor.
- (3) For the purposes of section 130(1) of the Act, subsidies are payable to a wholesaler, other than a liquor merchant referred to

r. 21A

in subregulation (2), in respect of sales of low alcohol liquor, on which WST has been paid by the wholesaler, to persons resident in this State and —

- (a) where that liquor is beer, it has been sold at a price reduced by at least 6.46 cents per dollar (by reference to the taxable value of the liquor) from the price that would otherwise have been charged;
- (b) where that liquor is wine, it has been sold at a price reduced by at least 6.18 cents per dollar (by reference to the taxable value of the liquor) from the price that would otherwise have been charged.

(4) In this regulation —

“low alcohol liquor” means liquor that at 20° Celsius contains between 0.05% and 3.5% ethanol by volume;

“taxable value”, in relation to liquor, means the taxable value, within the meaning of the Commonwealth *Sales Tax Assessment Act 1992*, used as the basis of the calculation of the WST paid on the liquor;

“the 1997 Commonwealth Acts” means all or any of the following Commonwealth Acts —

- (a) the *Sales Tax (Customs) (Alcoholic Beverages) Act 1997*;
- (b) the *Sales Tax (Excise) (Alcoholic Beverages) Act 1997*;
- (c) the *Sales Tax (General) (Alcoholic Beverages) Act 1997*.

[Regulation 21 inserted in Gazette 30 January 1998 pp.563-4; amended in Gazette 6 October 1998 p.5564.]

21A. Subsidy for producers of wine

- (1) For the purposes of section 130(3) of the Act, the subsidy for a producer in respect of sales of wine is to be calculated as follows —

$$PS = \frac{15}{41} (\text{WST})$$

Where:

PS = the producer's subsidy payments;

WST = the amount of WST paid —

- (a) by the producer in respect of the sale or disposal of wine in respect of which the producer is eligible for a subsidy in accordance with subregulation (2); or
 - (b) by a wine maker engaged by the producer in respect of wine fermented using produce of the producer being wine in respect of which the producer is eligible for a subsidy in accordance with subregulation (2).
- (2) For the purposes of section 130(1) of the Act, subsidies are payable to a producer in respect of wine produced by the producer in this State and —
- (a) sold or disposed of (including by mail order) from the licensed premises to unlicensed persons for their personal consumption; and
 - (b) if sold, WST has been paid by the producer or wine maker (as referred to in subregulation (1)), and the price has been reduced by at least the amount of the subsidy payable to the producer from the price that would otherwise have been charged.

[Regulation 21A inserted in Gazette 6 October 1998 p.5564.]

r. 21AB

21AB. Subsidy for producers of beer

- (1) For the purposes of section 130(3) of the Act, the subsidy for a producer in respect of sales of beer is to be calculated as follows —

$$PS = 43.06\% (\text{Extra WST})$$

Where:

PS = the producer's subsidy payment;

Extra WST = the amount by which the WST paid by the producer on beer in respect of which the producer is eligible for a subsidy, in accordance with subregulation (2), was increased as a result of the 1997 Commonwealth Acts.

- (2) For the purposes of section 130(1) of the Act, subsidies are payable to a producer in respect of sales of beer —

- (a) which is low alcohol liquor;
- (b) produced by the producer in the State; and
- (c) on which WST has been paid by the producer,

to persons resident in this State, and which has been sold at a price reduced by at least 6.46 cents per dollar (by reference to the taxable value of the liquor) from the price that would otherwise have been charged.

- (3) In this regulation the definitions in regulation 21(4) apply.

[Regulation 21AB inserted in Gazette 6 October 1998 p.5565.]

21AC. Subsidy only payable once in respect of a sale of liquor

A subsidy is only payable once in respect of a sale of liquor.

[Regulation 21AC inserted in Gazette 6 October 1998 p.5565.]

21B. Conditions imposed by Director in respect of a subsidy

For the purposes of section 130(2) of the Act, the Director may impose conditions by notice in writing given to the person on whom the condition is to be imposed.

[Regulation 21B inserted in Gazette 30 January 1998 p.565.]

21C. Licensees required to keep records — section 145(1)

The following licensees are prescribed for the purposes of section 145(1) of the Act —

- (a) the holder of a wholesaler's licence;
- (b) the holder of a special facility licence the conditions of which authorize the sale of liquor in the manner set out in section 55(1) or 58(1) of the Act; and
- (c) the holder of a producer's licence.

[Regulation 21C inserted in Gazette 30 January 1998 p.565; amended in Gazette 22 May 1998 p.2943; 6 October 1998 p.5565.]

22. Form and content of record under section 145

- (1) The records to be made and maintained under section 145(1) and (1a) of the Act are to contain the following information —
 - (a) in the case of each transaction involving the sale of liquor by the holder of a special facility licence, a wholesaler's licence or a producer's licence to a liquor merchant —
 - (i) the name and, where applicable, licence number of the liquor merchant to whom liquor was sold;
 - (ii) the date of the invoice or credit note, and the date on which the goods were sent or returned;
 - (iii) the invoice or credit note number;

- (iv) the total amount paid or payable to the licensee in respect of the transaction, with a separate statement of the amount for —
 - (A) low alcohol liquor;
 - (B) liquor other than low alcohol liquor;
 - (C) goods other than liquor;
 - (D) freight and delivery charges, where separate charges are made;
 - (E) any discount given;
 - (F) any liquor or other goods returned or not accepted by the liquor merchant; and
 - (G) each duty or charge which is payable in respect of the liquor but which is not otherwise included in an item in the invoice;
- (b) in the case of each transaction involving the purchase or other acquisition of liquor by the holder of a licence —
 - (i) the name, address and licence number of the supplier;
 - (ii) the date of the invoice or credit note, and the date on which the goods were received or returned;
 - (iii) the invoice or credit note number;
 - (iv) the method by which payment was made and, if by cheque, the cheque number and date;
 - (v) the amount paid or payable for low alcohol liquor;
 - (vi) the amount paid or payable for liquor other than low alcohol liquor; and
 - (vii) the amount paid or payable for any goods other than liquor;

- (ba) in the case of each transaction involving the sale or other disposal of liquor by the holder of a producer's licence, a separate statement of the amount for —
 - (i) sales to persons other than liquor merchants (including sales made in any restaurant on the licensed premises);
 - (ii) mail order sales; and
 - (iii) tastings, promotions and donations,and a separate statement is to be kept of the amount of liquor sold or otherwise disposed of as referred to in subparagraphs (i) and (ii) where, in respect of one sale or other disposal, the aggregate quantity sold or disposed of exceeds 45 litres; and
- (c) in the case of transactions involving the sale or other disposal of liquor by the holder of a wholesaler's licence, special facility licence or a producer's licence otherwise than to liquor merchants — the weekly aggregate of the gross amounts paid or payable to the licensee in respect of such transactions.

[(2) repealed]

[Regulation 22 amended in Gazette 30 January 1998 pp.565-6; 22 May 1998 p.2943; 6 October 1998 pp.5565-6.]

23. Verification and lodgement of returns

- (1) For the purposes of section 146(2)(c) returns required under section 146 shall be verified in accordance with subregulation (1a) as being an accurate and complete statement of the transactions or other matters to which the returns relate —
 - (a) by at least one licensee, where the licence is held by one or more licensees; or
 - (b) by the trustee, where the licence is held by a trustee on behalf of an unincorporated body of persons who are not joint holders of the licence.

r. 24

- (1a) A return is verified —
- (a) by a natural person, where the return is signed by that person, and witnessed; and
 - (b) by a body corporate, by the affixing of the common seal of that body corporate.
- (2) Returns required to be lodged under the Act shall be lodged at the office of the Director.
- (2a) Returns to be lodged under the Act are to be lodged within one month after 30 June in each year and are to relate to the financial year ending on that date.
- (3) Where a return required to be lodged under the Act —
- (a) is not lodged as required under subregulation (2a);
 - (b) does not include the required information; or
 - (c) is otherwise incomplete or is not verified as required,

if a person who is required to lodge the return, or who is the director of a company required to lodge the return, fails to take all reasonable steps to comply with, or secure compliance with, or has knowingly been the cause of any default under, the provisions of the Act or these regulations, the person commits an offence.

Penalty: \$1 000.

- (4) Where, under section 71 of the *Interpretation Act 1984*, a person becomes liable to a penalty in respect of an offence constituted by a failure to do an act or thing required by the Act, this regulation or regulation 24 in relation to any return or information thereby required, the penalty applicable to each such offence is \$100.

[Regulation 23 amended in Gazette 30 January 1998 p.566; 22 May 1998 p.2943; 6 October 1998 p.5566.]

24. Prescribed information — returns

- (1) Each person required to make a record under section 145 of the Act shall lodge a return with the Director containing the following information —
- (a) in respect of each aggregate amount that is stated, the amount which relates to low alcohol liquor and the amount which relates to liquor other than low alcohol liquor;
 - (b) where the licensee is the holder of a special facility licence, a producer's licence or a wholesaler's licence, the aggregate amounts paid or payable to the licensee in respect of transactions involving the sale or other disposal of liquor —
 - (i) to liquor merchants who in the relevant period held or hold a licence under the Act;
 - (ii) to persons other than liquor merchants, including transactions involving the sale of liquor —
 - (A) to any person who held or holds only an occasional licence under the Act;
 - (B) by auction in Western Australia;
 - (C) pursuant to an occasional licence held by the licensee;
 - (D) of a particular type to a person who held a licence under the Act but not a licence authorizing the sale of liquor of that type; or
 - (E) to any person, sales of liquor by whom were or are not subject to the Act, or who was or is otherwise exempt from the application of the Act;
 - (iii) to liquor merchants not licensed under the Act;
 - (iv) to employees of the licensee; and
 - (v) to persons outside Australia;

- (c) where the licensee is the holder of a producer's licence, a special facility licence or a wholesaler's licence, the name and address of each liquor merchant to whom liquor was sold or otherwise disposed of, and the gross amount paid or payable to the licensee in respect of each such sale or other disposal;

[(d) deleted]

- (e) where the licensee is an auctioneer who sells liquor under an occasional licence, whether a person on whose behalf liquor was sold at auction, or who purchased liquor, was a liquor merchant and, if so, the name and class of any licence held by the liquor merchant;

- (f) where the licensee is a body corporate —

- (i) the full name and address of each person who occupied a position of authority in the body corporate, and a description of that position, on the last day of the financial year to which the return relates;
- (ii) the registered office of the body corporate; and
- (iii) in the case of a proprietary company, the number of shares held by each shareholder, and whether any of those shares is held in trust for another person;

[(g), (h) and (j) deleted]

- (k) where the licence is held jointly by 2 or more persons, the full name and address of each such person, and of the person who was the manager of the business conducted under the licence, on the last day of the financial year to which the return relates;
- (m) where the licence is held by one natural person, the full name and address of that person, and of the person who was the manager of the business conducted under the licence, on the last day of the financial year to which the return relates; and

- (n) the name and address of the owner of the licensed premises.
- (2) In this regulation, “**aggregate amount**” means the sum of the individual gross amounts paid or payable to or by the licensee (as the case may be) and, where the aggregate amount is to be advised in respect of different categories of transaction, the aggregate in respect of each such category.

[Regulation 24 amended in Gazette 30 January 1998 pp.566-7; 22 May 1998 p.2943.]

25. Payment of moneys

- (1) The Director may require in a particular case that moneys payable under the Act be paid by bank or other financial institution cheque or in cash.
- (2) All moneys payable under the Act shall be payable —
 - (a) at the office of the Director; or
 - (b) where the moneys are payable in respect of an application or function, or a licence fee related to an application or function, which a Clerk of Courts or other person is authorized by the Director to determine or to carry out under section 15, at the office of that Clerk of Courts or to that person.

[Regulation 25 amended in Gazette 24 August 1990 p.4337; 30 October 1998 p.6015.]

26. Fees generally

- (1) A fee specified in Schedule 3 is the fee payable for the purpose set out opposite the fee in that Schedule.
- (1a) The licence fees specified in items 3a and 3b of Schedule 3 are payable not later than 1 January in each year in respect of each licence in force.

- (1b) A licensee who has not paid a licence fee payable under subregulation (1a) by 8 January in any year shall, in addition to the licence fee, pay to the Director a penalty of an amount equal to the fee.
- (1c) Where a licensee has not paid a licence fee payable under subregulation (1a) by 15 January in any year, the Director may serve on the licensee a notice requiring payment of the fee, and any penalty under subregulation (1b), within 7 days after service of the notice and, if the requirement in the notice is not complied with, the Director may, whether or not a complaint is, or is to be, lodged under section 95 of the Act in respect of that non-payment, suspend the operation of the licence to which the fee relates until the amount outstanding is paid.
- (1d) Where a licensee has not paid a licence fee payable under subregulation (1a) by 29 January in any year, the Director may serve on the licensee a notice requiring payment of the fee, and any penalty under subregulation (1b), within 7 days after service of the notice and, if the requirement in the notice is not complied with, the Director may, whether or not a complaint is, or is to be, lodged under section 95 of the Act in respect of that non-payment, cancel the licence to which the fee relates.
- (2) The Director may reduce, waive or refund, in whole or in part, any moneys due under this regulation.
- (3) Where, under the Act, a person is required to lodge a document with the Director within a particular time and a fee is payable under subregulation (1) for or in respect of the lodgement and the document is submitted for lodgement —
 - (a) without payment of the fee, the document shall be deemed not to have been lodged until the fee has been paid; and

- (b) after the expiry of that time, in addition to the fee for lodgement prescribed there shall be payable a late lodgement fee —
 - (i) if the document is lodged not later than 1 month after the expiry of that time, of an amount equal to the fee for lodgement prescribed; or
 - (ii) if the document is lodged more than 1 month after the expiry of that time, of an amount equal to 3 times the fee for lodgement prescribed.
- (4) In calculating the fee for an application for an occasional licence for an occasion or event lasting more than one day, the anticipated number of persons attending is the sum of the number of persons expected to attend on each day, calculated using the information provided in the application form.

[Regulation 26 amended in Gazette 30 January 1998 pp.567-8; 21 December 1999 p.6419.]

27. Infringement notices

- (1) For the purposes of section 167 —
 - (a) the notice to be given to a person under section 167(2) shall be in the form set out in Form 21 in Schedule 1;
 - (b) the description of the offence set out in the form is for convenience of reference only, and shall not be taken to alter or otherwise affect the nature or elements of the offence or the operation of the Act or these regulations, notwithstanding that the nature or any element of the offence in relation to which a notice is served may not be, or may not properly be, set out in the description; and
 - (c) the notice withdrawing an infringement notice under section 167(5) shall be in the form set out in Form 22 in Schedule 1.

- (2) For the purposes of section 167(2)(a) of the Act, an offence against a provision listed in the following Table is a prescribed offence.

Table

Provisions of Act

Sections 37A, 51(2), 100(4), 102(1)(b), 103(3), 105(8), 106(1) where the alleged offender is the lodger, 108(2) or (5), 110(3), (4) or (5), 111(1) or (2), 115(2), (5), (6) or (7), 116, 118(3), 119, 121(1), (3), (4) where the alleged offender is a licensee or a juvenile, (7), (9) or (10), 122(2) or (3), 123, 124, 126(2) or (4), 145(4), 146(1), 150(2) or 154(3).

Provisions of these regulations

Regulation 23(3).

*[Regulation 27 amended in Gazette 30 January 1998 p.568;
22 May 1998 pp.2943-4.]*

- [28.** *Repealed in Gazette 30 January 1998 p.568.]*

Schedule 1

[Regulation 3]

Forms

Form 1

Liquor Licensing Act 1988

[Section 14]

CERTIFICATE OF IDENTITY

(Front of Certificate)

(State)
(emblem)

Liquor Licensing Act 1988

(Section 14)

CERTIFICATE OF IDENTITY

(photograph)

.....
Name of authorized officer

.....
Signature

.....
Date of issue

(Reverse of Certificate)

Liquor Licensing Act 1988

This is to certify that the person whose name, signature and photograph appear on the front of this certificate is an authorized officer appointed under the *Liquor Licensing Act 1988* and/*has the functions and the power authorized in that Act/*is authorized to #.

It is an offence for a person to fail to comply with a requirement of an authorized officer under the *Liquor Licensing Act 1988*.

(* delete whichever is not applicable)

(# insert details of specific authority)

Schedule 1

Form 2

Liquor Licensing Act 1988

[Section 68]

**NOTICE OF APPLICATION FOR LICENCE
(OTHER THAN CLUB LICENCE OR OCCASIONAL LICENCE)**

To the Director of Liquor Licensing

1. DETAILS OF APPLICANT(S)

- (a) Full name(s)
- (b) Postal address for service of documents
- (c) Daytime contact name and telephone number
- (d) Full name and address of proposed manager (if any)

2. APPLICATION DETAILS

- (a) Class of licence sought
- (b) Address of proposed licensed premises
- (c) Proposed trading name for premises (if any)
- (d) Is a licence sought conditional upon construction or completion of the premises
(Yes/No).
- (e) Does the applicant own the proposed licensed premises?
(Yes/No)
- If No —
 - (i) What is the full name and address of the owner?
.....
 - (ii) What form of tenure of the premises will the applicant have (including term of tenure)?

3. COMPANY DETAILS (to be completed only if the applicant is a body corporate)

(a) Date of incorporation

(b) Place of incorporation

(c) Full details of each Director, Secretary, Managing Director and Executive Officer —

Name	Address	Date of Birth	Place of Birth	Office Held
------	---------	---------------	----------------	-------------

.....
.....
.....
.....

(d) Full details of each shareholder or other member (only if applicant is a proprietary company) —

Name	Address	Date of Birth	Place of Birth	No. of shares held in applicant company and class of share
------	---------	---------------	----------------	--

.....
.....
.....
.....
.....
.....

(e) Where the applicant company, or a shareholder or other member in the case of a proprietary company, is trustee of or beneficiary under a trust, or holds company shares or trust units in trust for another person, provide full details of each such trust or person —

.....
.....
.....
.....

Schedule 1

4. SPECIAL CONDITIONS

- (a) Is approval for a free sampling area sought (liquor store, wholesaler's or producer's licence only)?
(Yes/No)
If Yes, what part of premises?
- (b) In the case of a hotel licence application only —
 - (i) is approval sought to sell liquor for consumption off the licensed premises?
(Yes/No)
 - (ii) will accommodation be provided for lodgers?
(Yes/No)
- [(c) deleted]*
- (d) In the case of a special facility licence application only —
 - (i) for what purpose is the licence sought?
.....
 - (ii) what trading hours are sought? (Give details for each day, and of any seasonal changes)
.....
.....
 - (iii) is approval sought to sell liquor for consumption off the licensed premises?
(Yes/No)
 - (iv) details of any other special trading conditions sought
.....
.....

5. EXTENDED TRADING PERMITS

- (a) is an indefinite extended trading permit also sought?
(Yes/No)
If Yes —
 - (i) for what purpose under section 60(4) is the permit sought?
.....
.....
 - (ii) in respect of what area(s) is the permit sought?
.....
.....

Schedule 1

(iii) what trading hours or other special trading conditions are sought?
.....
.....

Notice of application is hereby given for a licence in accordance with, and on the basis of, the information set out above. It is declared that all information and details provided in this form, and in any plan or document lodged in support of the application, are true and correct and do not omit any relevant information.

Dated the day of 19

Where the applicant is a company

The common seal of

.....
was hereunto affixed by order
of its directors in accordance
with its articles of association,
in the presence of —

Signature of Director

Name of Director

.....
.....
.....

Where the applicant is one or more natural persons

Signature of Person

Signature, Name and Address of Witness

.....
.....
.....
.....

Schedule 1

Form 3

Liquor Licensing Act 1988

[Sections 48 and 68]

NOTICE OF APPLICATION FOR CLUB LICENCE

To the Director of Liquor Licensing

1. DETAILS OF APPLICANT CLUB

- (a) Full name of club.....
- (b) Postal address for service of documents
.....
- (c) Daytime contact name and telephone number
.....
- (d) Is the club an incorporated association?
(Yes/No)
If Yes, date of incorporation
- (e) How long has the club existed and operated
.....
- (f) What are the objects of the club?
.....
- (g) What are the classes of member, and number of members in each class, as
at the date of this application?

Class of membership	No. of members
.....
.....
.....
.....

Schedule 1

(h) Give full details of each member of committee of management —

Name	Address	Date of Birth	Place of Birth	Office Held	When Elected
------	---------	---------------	----------------	-------------	--------------

.....
.....
.....
.....
.....
.....
.....
.....
.....

2. DETAILS OF APPLICATION

(a) Address of the proposed licensed premises

.....
.....

(b) Full name and address of proposed manager

.....
.....

(c) Is the licence sought conditional on construction or completion of the premises?

(Yes/No)

(d) Does the club own the proposed licensed premises?

(Yes/No)

If No —

(i) What is the full name and address of the owner?

.....
.....

(ii) Will the club have an exclusive right to occupy the proposed licensed premises?

(Yes/No)

(iii) What form of tenure of the premises will the club have (include term of tenure)?

.....
.....

Schedule 1

- (e) For what number of guests per member per day is approval sought?
.....
.....
- (f) Is the application for a club restricted licence?
(Yes/No)
- If Yes —
 - (i) specify licensees of hotels or liquor stores nominated for approval as liquor suppliers —

Name of Licensee	Address of Licensed Premises
.....
.....
.....
 - (ii) Are the suppliers nominated in (i) above all situated within 8 kilometres of the club premises? (Yes/No)
 - If No, how far are they from the club, and why is approval sought for them?
 -
 -
- (iii) What trading hours are sought (give details of each day, and include any seasonal changes)?
-
-
- (iv) Is approval sought to sell liquor for consumption off the licensed premises?
(Yes/No)
- If Yes, what great inconvenience would occur if the approval were not given?
-
-

Schedule 1

TO BE COMPLETED BY CLUB PRESIDENT (OR TRUSTEE) AND SECRETARY
Notice of application is hereby given for a club licence in accordance with, and on the basis of, the information set out above. It is declared that all information and details provided in this form, and in any plan or document lodged in support of the application, are true and correct and do not omit any relevant information.

Dated the day of 19.....

Signature

Office Held

.....

.....

.....

.....

Schedule 1

Form 4

Liquor Licensing Act 1988

[Sections 68 and 75]

**NOTICE OF APPLICATION FOR OCCASIONAL LICENCE BY
NATURAL PERSON (ONE DAY ONLY)**

To the Director of Liquor Licensing or the clerk of courts at

1. Full name(s) of applicant(s)
2. Postal address for service of documents
3. Daytime contact name and telephone number
4. Description of occasion or function for which licence is sought
5. Date and times of occasion or function —
Date Commencement Time Finishing Time
.....
6. Where will the occasion or function be held?
7. How many persons are expected to attend?
8. Will the applicant be in charge of that place?
(Yes/No)
- If No —
 (i) who will be in charge?
 Name Address Contact Phone No.

- (ii) has that person consented to this application?
 (Yes/No)
9. Who is proposed to supply the liquor to be sold or supplied under the licence?
 Name Address

Schedule 1

- 10. What facilities and expertise will the applicant have to ensure the licence is operated in a proper manner and not in a manner detrimental to the public interest?
.....
.....
.....
- 11. Is it proposed to sell or supply liquor in sealed containers?
(Yes/No) If Yes, what sort?
.....
- 12. Will liquor be sold direct, or as part of an entry or cover charge?
(specify)
- 13. Will entertainment be provided? (Yes/No)
If Yes, what sort, and who will provide it
.....

Notice of application is hereby given for an occasional licence in accordance with, and on the basis of, the information set out above. It is declared that all information and details provided are true and correct, and no relevant information is omitted.

Dated the day of 19

Signature of person lodging application
(If not the applicant, state your name and relationship to applicant)

Schedule 1

Form 5

Liquor Licensing Act 1988

[Sections 68 and 75]

**NOTICE OF APPLICATION FOR OCCASIONAL LICENCE
(GENERAL)**

To the Director of Liquor Licensing or the clerk of courts at

1. DETAILS OF APPLICANT(S)

- (a) Full name(s)
- (b) Postal address for service of documents
- (c) Daytime contact name and telephone number
- (d) Is the applicant a club or association? (Yes/No)
- If Yes, give the following details —
 - (i) name of club or association
 - (ii) address of its premises
 - (iii) objects of club or association
 - (iv) who are the President and Secretary?

Name	Address
President
Secretary

2. DETAILS OF APPLICATION

- (a) Description of occasion(s) or function(s) for which licence is sought.
- (b) Date(s) and times of the occasion(s) or function(s) —

Date	Commencement Time	Finishing Time
.....
.....
.....

(c) Where will the occasion(s) or function(s) be held?

(d) How many persons are expected to attend?

(e) Will the applicant be in charge of that place?
(Yes/No)

If No — (i) who is in charge?

Name Address Contact Phone No.
.....

(ii) has that person consented to this application?

(Yes/No)

(f) Who is proposed to supply the liquor to be sold or supplied under the licence?

Name Address
.....

(g) Is the applicant conducting or organizing the function on behalf of or for the benefit of another person or group? (Yes/No)

If Yes, give the name, address and contact telephone number of that person or group

(h) Is any other person organizing or conducting the function for or on behalf of the applicant?

(Yes/No)

If Yes, give the name, address and contact telephone number of that person

(i) Does the applicant seek approval of an arrangement to share with someone else any benefit arising from the holding of the licence?
(Yes/No)

If Yes — (i) give details of that other person —

Name Address
.....

(ii) describe the arrangement and type and amount of benefit
.....
.....
.....

Schedule 1

- (j) What facilities and expertise will the applicant have to ensure the licence is operated in a proper manner and not in a manner detrimental to the public interest ?
.....
.....
- (k) Is it proposed to sell or supply liquor in sealed containers?
(Yes/No) If Yes, what sort?
.....
- (l) Will liquor be sold direct, or as part of an entry or cover charge?
(specify).....
- (m) Will entertainment be provided? (Yes/No)
If Yes, what sort, and who will provide it
.....

Notice of application is hereby given for an occasional licence in accordance with, and on the basis of, the information set out above. It is declared that all information and details provided are true and correct, and no relevant information is omitted.

Dated the day of19.....

Signature of person lodging application
(If not the applicant, state your name and relationship to applicant.)

Form 6

Liquor Licensing Act 1988

[Sections 68 and 76]

NOTICE OF APPLICATION FOR INDEFINITE EXTENDED TRADING PERMIT

To the Director of Liquor Licensing

1. DETAILS OF APPLICANT LICENSEE

- (a) Licence number.
(b) Name(s) of licensee(s).
(c) Licence address.
(d) Daytime contact name and telephone number

2. DETAILS OF APPLICATION

- (a) For what purpose under section 60(4) is the permit sought?
(b) Will it apply to part of the premises already licensed?
(c) is the permit to be operated for the benefit of, or on behalf of, any person other than the applicant?

Schedule 1

- (ii) is there any, and if so what, arrangement to share any benefit arising from the holding of the permit?
.....
.....
- (iii) what would be the type and amount of benefit to the applicant and the other person respectively?
.....
.....

Notice of application is hereby given for an extended trading permit in accordance with, and on the basis of, the information set out above. It is declared that all information and details provided are true and correct, and no relevant information is omitted.

Dated the day of 19

Signature of person lodging application
(If not the applicant, state your name and relationship to applicant)

Form 7

Liquor Licensing Act 1988

[Sections 68 and 76]

NOTICE OF APPLICATION FOR EXTENDED TRADING PERMIT FOR SPECIAL OCCASION OR FUNCTION

To the Director of Liquor Licensing or the clerk of courts at

1. DETAILS OF APPLICANT LICENSEE

- (a) Licence number
(b) Name(s) of licensee(s)
(c) Licence address.
.....
(d) Daytime contact name and telephone number

2. DETAILS OF APPLICATION

- (a) For what purpose under section 60(4) is a permit sought?
.....
(b) Will it apply to part of the premises already licensed?
(Yes/No)
If Yes, what part?
If No —
(i) to what place or premises, or part of a place or premises, will the permit apply?
.....
(ii) who is in charge of the place or premises?
.....
Has that person consented to this application?
(Yes/No)
(c) For what date(s) and times will the permit apply?
Date Commencement Time Finishing Time
.....
.....
.....

Form 8

Liquor Licensing Act 1988

[Sections 68 and 77]

NOTICE OF APPLICATION FOR APPROVAL FOR ALTERATION OR REDEFINITION, OF LICENSED PREMISES

To the Director of Liquor Licensing

1. DETAILS OF LICENSEE AND APPLICANT

- (a) Licence number.
(b) Name(s) of licensee(s).
(c) Name and address of licensed premises.
(d) is the applicant in this case the licensee? (Yes/No)
If No —
(i) name of the applicant
(ii) address of applicant for service of documents
(iii) status of applicant (e.g. owner, lessor)
(e) Daytime contact name and telephone number for applicant

2. DETAILS OF APPLICATION

Describe the alteration or redefinition to be approved

3. CONSENT OF THE OWNER/LESSOR

Has the consent of any owner and/or lessor of the premises been obtained? (Yes/No) (If Yes, attach a copy of consent)
Dated the ... day of ... 19...

Signature of *licensee/*applicant/*person authorized (if a company) (*delete whichever is not applicable)

Schedule 1

Form 9

Liquor Licensing Act 1988

[Sections 68 and 81]

NOTICE OF APPLICATION FOR REMOVAL OF LICENCE

To the Director of Liquor Licensing

1. DETAILS OF LICENCE

- (a) Licence number.
- (b) Name(s) of licensee(s).
- (c) Daytime contact name and telephone number.
.....
- (d) Address of licensed premises.
- (e) Licence trading name.
.....

2. DETAILS OF APPLICATION

- (a) Address of premises to which the licence is sought to be removed
.....
- (b) Proposed new licence trading name
- (c) Is the removal sought conditional upon construction or completion of the
proposed new premises?
(Yes/No)
- (d) Does the licensee own the proposed new licensed premises?
(Yes/No)
- If No —
 - (i) what is the full name and address of the owner?
.....
.....
 - (ii) what form of tenure of the premises will the applicant have
(including term of tenure)?
.....
.....

3. SPECIAL CONDITIONS

(Answer all relevant questions in relation to the proposed new licensed premises)

(a) Is approval for a free sampling area sought (liquor store, wholesaler's or producer's licence only)?

(Yes/No)

If Yes, what part of premises?

[(b) *deleted*]

(c) In the case of a special facility licence application only —

(i) what purpose will the removed licence fulfil?

.....

(ii) what trading hours are sought? (Give details for each day, and of any seasonal changes)

.....

(iii) is approval sought to sell liquor for consumption off the licensed premises?

(Yes/No)

(iv) details of any other special trading conditions sought

.....

.....

4. EXTENDED TRADING PERMITS

(a) Is an indefinite extended trading permit also sought?

(Yes/No)

If Yes —

(i) for what purpose under section 60(4) is the permit sought?

.....

(ii) in respect of what area(s) is the permit sought?

.....

(iii) what trading hours or other special trading conditions are sought?

.....

.....

Schedule 1

Notice of application is hereby given for removal of the licence in accordance with, and on the basis of, the information set out above. It is declared that all information and details provided in this form, and in any plan or document lodged in support of the application, are true and correct and do not omit any relevant information.

Dated the day of 19.....

Where the applicant is a company

The common seal of

.....
was hereunto affixed by order of
its directors in accordance with
its articles of association, in the
presence of —

Signature of Director

Name of Director

.....
.....
.....

.....
.....
.....

Where the applicant is one or more natural persons

Signature of Person

Signature, Name & Address of Witness

.....
.....
.....
.....

.....
.....
.....
.....

Form 10

Liquor Licensing Act 1988

[Sections 68 and 82]

NOTICE OF APPLICATION FOR APPROVAL OF TRANSFER OF LICENCE

To the Director of Liquor Licensing

1. DETAILS OF LICENCE

- (a) Licence number
(b) Name(s) of current licensee(s)
(c) Class of licence
(d) Licence address
(e) Licence trading name

2. DETAILS OF APPLICANT(S)

- (a) Full name(s)
(b) Postal address for service of documents
(c) Daytime contact name and telephone number
(d) Full name and address of proposed manager (if any)

3. COMPANY DETAILS (to be completed only if the applicant is a body corporate)

- (a) Date of incorporation
(b) Place of incorporation
(c) Full details of each Director, Secretary, Managing Director and Executive Officer —

Table with 5 columns: Name, Address, Date of Birth, Place of Birth, Office Held

Four rows of dotted lines for data entry.

Schedule 1

(d) Full details of each shareholder or other member (only if applicant is a proprietary company) —

Name	Address	Date of Birth	Place of Birth	No. of shares held in applicant company and class of share
------	---------	---------------	----------------	--

.....
.....
.....
.....

(e) Where the applicant company, or a shareholder or other member of the company in the case of a proprietary company, is trustee of or beneficiary under a trust, or holds company shares or trust units in trust for another person, full details of each such trust or person must be provided —

.....
.....
.....
.....

4. STATUS OF LICENCE

(a) Is the licence subject to a protection order under section 87?
(Yes/No) If Yes, to whom is the order granted?
.....

(b) Is any person carrying on business under an interim authorization under section 86? (Yes/No)
If Yes, who is that person?
.....

(c) Is there any dispute between the licensee/former licensee and the owner or lessor of the premises? (Yes/No)
If Yes, what is the nature of the dispute and what stage has it reached
.....
.....

5. TENURE OF PREMISES

The application cannot be granted unless the applicant has, or will have from the date of transfer, exclusive possession of the whole of the licensed premises. Describe the tenure which the applicant has/will have (including term of tenure).

.....
.....

6. CONSENT OF LICENSEE

(The person who is the current licensee, whether or not by virtue of a protection order under section 87, or an interim authorization under section 86, must complete this part unless that person is also the applicant.)

I, (full name)
hereby consent to the transfer of this licence to (name of applicant)
.....

This consent was freely given by me on the day of
..... 19.....

Dated the day of 19.....

.....
Signature of *licensee/*person authorized company seal
(if a company) (if applicable)
(*delete whichever is not applicable)

Witnessed by (signature) (person other than applicant)

(full name)

(address)

Notice of application is hereby given for transfer of the licence and related permits in accordance with, and on the basis of, the information set out above. It is declared that —

- (a) all information and details provided in this form, and in any document lodged in support of the application, are true and correct and do not omit any relevant information;
- (b) the applicant has inquired whether there are any licence fees or other amounts payable to the Director of Liquor Licensing, and undertakes to ensure that any such amounts are paid before the application is approved; and

Schedule 1

- (c) the applicant has enquired whether there are any outstanding work requirements in respect of the licensed premises, and undertakes to comply with those requirements.

Dated the day of 19.

Where the applicant is a company

The common seal of

.
was hereunto affixed by order of
the directors in accordance with
its articles of association,
in the presence of —

Signature of Director	Name of Director
.
.
.

Where the applicant is one or more natural persons

Signature of Person	Signature, Name and Address of Witness
.
.
.

Form 11

Liquor Licensing Act 1988

[Sections 64 and 68]

**NOTICE OF APPLICATION TO ADD, VARY OR CANCEL
CONDITION OF LICENCE OR PERMIT**

To the Director of Liquor Licensing

1. DETAILS OF LICENSEE

- (a) Licence number
- (b) Name(s)
- (c) Name and address of licensed premises
-
- (d) Daytime contact name and telephone number
-

2. DETAILS OF APPLICATION

- (a) Does the application relate to the licence, or to an extended trading permit relating to that licence?
(specify)
- (b) If it relates to an extended trading permit, what is the number of that permit?
- (c) What new condition, or variation or cancellation of existing condition, is sought?
.....
.....
.....
- (d) What are the reasons in support of the application?
.....
.....
.....

Dated the day of 19

.....

Signature of *applicant/*person authorized
(if a company)
(*delete whichever is not applicable)

Schedule 1

Form 12

Liquor Licensing Act 1988

[Sections 68 and 86]

NOTICE OF APPLICATION FOR APPROVAL TO CARRY ON BUSINESS

To the Director of Liquor Licensing

1. DETAILS OF LICENCE

- (a) Licence number
- (b) Name(s) of licensee(s)
- (c) Address of licensed premises
- (d) Trading name of licensed premises

2. DETAILS OF APPLICANT(S)

- (a) Full name(s)
- (b) Residential address(es) /registered office (if company)
.....
- (c) Address for service of documents
- (d) Daytime contact name and telephone number

3. APPLICATION DETAILS

- (a) Explain in detail your status under section 86 (attach documentary evidence of status, if available)
- (b) Do you occupy the licensed premises now? (Yes/No)
- If Yes, when did occupation take place?

Notice of application is hereby given for approval to carry on business under the licence described in accordance with, and on the basis of the information set out above. It is declared that all information and details provided in this form, and in any plan or document lodged in support of the application, are true and correct and do not omit any relevant information.

Dated the day of 19

.....
Signature of *applicant/*person authorized
(if a company)
(*delete whichever is not applicable)

Form 13

Liquor Licensing Act 1988

[Sections 68 and 87]

NOTICE OF APPLICATION FOR PROTECTION ORDER

To the Director of Liquor Licensing

1. DETAILS OF LICENCE

- (a) Licence number
- (b) Name(s) of licensee(s)
- (c) Address of licensed premises
- (d) Trading name of licensed premises

2. DETAILS OF APPLICANT(S)

- (a) Full name(s)
- (b) Residential address(es) /registered office (if company)
.....
- (c) Address for service of documents
- (d) Daytime contact name and telephone number
-
- (e) Explain in detail the status of the applicant under section 87 (attach
documentary evidence of status)
.....
.....
- (f) Does the applicant occupy the licensed premises now?
(Yes/No)
- If Yes, when did occupation take place?
- (g) Is the applicant already conducting business at the licensed premises
under an interim authorization pursuant to section 86?
(Yes/No)
- (h) For what period is the protection order sought?
From to

Schedule 1

3. COMPANY DETAILS (to be completed only if the applicant is a body corporate)

(a) Date of incorporation

(b) Place of incorporation

(c) Full details of each Director, Secretary, Managing Director and Executive Officer —

Name	Address	Date of Birth	Place of Birth	Office Held
------	---------	---------------	----------------	-------------

.....
.....
.....
.....

(d) Full details of each shareholder or other member (only if applicant is a proprietary company) —

Name	Address	Date of Birth	Place of Birth	No. of shares held in applicant company and class of share
------	---------	---------------	----------------	--

.....
.....
.....
.....

(e) Where the applicant company, or a shareholder or other member of the company in the case of a proprietary company, is trustee of or beneficiary under a trust, or holds company shares or trust units in trust for another person, provide full details of each such trust or person —

.....
.....
.....
.....

Schedule 1

Notice of application is hereby made for a protection order in accordance with, and on the basis of, the information set out above. It is declared that all information and details provided in this form, and in any plan or document lodged in support of the application, are true and correct and do not omit any relevant information.

Dated the day of 19.

Where the applicant is a company

The common seal of

.
was hereunto affixed by order of its
directors in accordance with its
articles of association, in the
presence of —

Signature of Director

Name of Director

.
.
.

.
.
.

Where the applicant is one or more natural persons

Signature of Person

Signature, Name and Address of Witness

.
.
.
.

.
.
.
.

Schedule 1

Form 14

Liquor Licensing Act 1988

[Sections 68 and 100]

NOTICE OF APPLICATION FOR APPROVAL OF MANAGER

To the Director of Liquor Licensing

1. DETAILS OF LICENSEE

- (a) Name(s) of licensee(s)
- (b) Licence number
- (c) Name and address of licensed premises
-

2. DETAILS OF PROPOSED MANAGER

The licensee seeks approval of the person whose details follow —

- (a) Full name
- (b) Residential address
-
- (c) Is the person an approved manager under another licence?
(Yes/No)
- If Yes, which licence?
- (d) Is the approval for a temporary period only?
(Yes/No)
- If Yes, approval is sought from
- to
- If No, approval is sought from
- (e) Has the person already commenced employment as manager?
(Yes/No)
- (f) Has the person previously been approved as a manager or nominee?
(Yes/No)
- If Yes, which licence(s) and when?
.....
.....

Dated the day of 19...

.....
Signature of *applicant/*person authorized
(if a company)
(*delete whichever is not applicable)

Form 15

Liquor Licensing Act 1988

[Sections 68 and 102]

NOTICE OF APPLICATION FOR APPROVAL OF PERSON IN POSITION OF AUTHORITY OR OF SHAREHOLDING

To the Director of Liquor Licensing

1. DETAILS OF LICENSEE

- (a) Licence number
(b) Name(s) of licensee(s)
(c) Name and address of licensed premises
(d) Daytime contact name and telephone number

2. DETAILS OF PERSON TO BE APPROVED

- (a) Full name
(b) Address (registered office if company)
(c) In the case of a company to be approved —
(i) Date of incorporation
(ii) Place of incorporation
(iii) Attach details of full name and address of and position held by each director, secretary, managing director and executive officer.
(d) What is the position of authority to be assumed by the person?
(e) From what date is the approval sought?

Schedule 1

3. DETAILS OF CHANGE OF SHAREHOLDING

(only if the licensee is a proprietary company)

- (a) What change of shareholding is sought to be approved?
- (b) From what date is the approval sought?

4. COMPANY DETAILS IF APPLICATION IS APPROVED

(a) If the application is approved, state the resulting name and position held of each director, secretary, managing director and executive officer of the licensee company —

Name	Position Held
.....
.....
.....

(b) If the application is approved, and the licensed company is a proprietary company, state the resulting name of each shareholder or other member, and the number and class of shares to be held, in each case —

Name	Class of Shares	No. of Shares
.....
.....
.....

Notice of application is hereby given for approval of the person named in item 2(a) to assume a position of authority in the licensee body corporate or to alter the shareholding in the licensee proprietary company in accordance with the details set out in the application.

.....(common seal)

Signature of person lodging the application

(State your name and authority to make the application)

Form 16

Liquor Licensing Act 1988

[Sections 68 and 104]

NOTICE OF APPLICATION FOR APPROVAL OF AGREEMENT OR ARRANGEMENT

To the Director of Liquor Licensing

1. DETAILS OF LICENSEE

- (a) Licence number
(b) Name(s) of licensee(s)
(c) Name and address of licensed premises
(d) Daytime contact name and telephone number

2. DETAILS OF AGREEMENT OR ARRANGEMENT

Approval is sought for the licensee to enter into an agreement or arrangement as described below —

- (a) Full name and address of other party
(b) Date from which the agreement or arrangement is to operate
(c) Briefly describe the nature of the agreement or arrangement
(d) What monetary benefits will the licensee and the other party gain from the agreement or arrangement?
(e) Is the agreement or arrangement in writing? (Yes/No). (If Yes, attach a copy)

Dated the... day of... 19...

Signature of *applicant/*person authorized (if a company)

(*delete whichever is not applicable)

Schedule 1

Form 17

Liquor Licensing Act 1988

[Section 73(4)]

NOTICE OF OBJECTION

To the Director of Liquor Licensing

1. DETAILS OF APPLICATION OBJECTED TO

- (a) Name of applicant
- (b) Nature of application
- (c) Name of premises/proposed premises
-
- (d) Address of premises/proposed premises
-

2. DETAILS OF OBJECTOR(S)

- (a) Full name
- (b) Postal address for service of documents
-
- (c) Daytime contact name and telephone number
-
- (d) Status of objector under section 73
-
- (e) Does the objector have any direct or indirect pecuniary interest in the refusal of the application, or any expectation of such an interest?
(Yes/No)
- If Yes, describe it
- (f) Is any person other than the objector interested in the lodging of the objection?
(Yes/No)
- If Yes, who?

3. DETAILS OF OBJECTION

- (a) What ground(s) of objection is or are alleged?
-
-
-
- (b) What are the particulars in support of each ground?
.....
-
- (c) If one of the grounds is that the grant of the application would be contrary to the public interest, attach a statement in writing setting out the reasons why you think the objection can be made out.

Dated the day of 19....

Where the objector is a body corporate

The common seal of

.....
was hereunto affixed by order of its
directors in accordance with its
articles of association, in the
presence of —

Signature of Director

Name of Director

.....
.....
.....

.....
.....
.....

Where the objector is a natural person

Signature of Objector(s)

Signature, Name and Address of Witness

.....
.....
.....
.....

.....
.....
.....
.....

Schedule 1

Form 18

Liquor Licensing Act 1988

[Section 121(6) and regulation 17]

NOTICE TO JUVENILES

Under the *Liquor Licensing Act 1988* *These premises/*This part of the premises/is declared to be out of bounds to juveniles *At all times/*At#.

A juvenile who enters this area/*when it is out of bounds/commits an offence and may be forcibly removed from the licensed premises.

Penalty: \$1 000.

Proof of age may be required.

(*delete if not applicable)

(#insert details of specific times)

Form 19
Liquor Licensing Act 1988

[Regulation 19(1)]

<p>Application Form for Liquor Subsidy (WA Producers Only)</p>
--

1. CLAIM FOR THE MONTH/PERIOD OF:

--	--

Month/Quarter Year

2. WHOLESALE SALES TAX NUMBER OR NAME, ADDRESS AND CONTACT PHONE NUMBER OF THE WINE MAKER WHO PAID THE WHOLESALE SALES TAX:

--

3. LICENCE NUMBER:

--

4. NAME OF LICENSEE:
ADDRESS OF LICENSED PREMISES:

Postcode

5. AMOUNT OF SUBSIDY CLAIMED (WINE):

(a) Cellar door sales to persons other than liquor merchants (including sales made in a restaurant on the licensed premises).	\$
(b) Mail Order Sales.	\$
(c) Tastings, promotions and donations for which no charge has been made.	\$
(d) Sales of beer.	\$

5A. AMOUNT OF SUBSIDY CLAIMED (BEER):

TOTAL FOR THIS PERIOD:	\$
(e) Amount overpaid/underpaid for the month of	\$
TOTAL AMOUNT CLAIMED:	\$

6. ADJUSTMENTS (IF ANY):

Form 19A

Liquor Licensing Act 1988

[Regulation 19(1)]

**Application for Liquor Subsidy
(Wholesalers)**

1. CLAIM FOR THE STATE/
TERRITORY OF:

2. CLAIM FOR THE
MONTH/PERIOD OF:
Month/Quarter Year

3. SALES TAX NUMBER:

4. LICENCE NUMBER:

5. NAME OF LICENSEE:
TRADING NAME:
ADDRESS OF LICENSED
PREMISES:

 Postcode:

6. AMOUNT OF SUBSIDY CLAIMED: \$

7. METHOD OF PAYMENT: Electronic transfer Cheque

(In WA, NSW and Tas. all payments will
be made by electronic transfer)

If payment is to be by electronic transfer

Have your bank details changed? No Yes

If yes please provide new bank details below.

BANK NAME: BRANCH NAME:

BRANCH
ADDRESS:

BSB No: ACCOUNT No:

Schedule 1

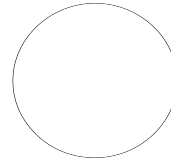
8. DECLARATION: I, _____ certify that:
 name of licensee

- (a) I am the licensee of the above named premises;
- (b) the claim I am making for liquor subsidy is complete, true and correct;
- (c) the claim I am making is honestly based on my wholesale sales tax (WST) obligations;
- (d) I have all the necessary records to provide information to substantiate my claim;
- (e) I will provide information to substantiate my claim, if requested, at any time by the relevant authorities;
- (f) I have prepared and issued invoices reflecting the liquor subsidy in accordance with requirements of the Australian Taxation Office; and
- (g) the amount I have claimed for my subsidy has not been passed on to my customers.

WARNING
 Penalties apply if you
 provide false or
 misleading
 information

WHERE THE LICENSEE IS A COMPANY:

The common seal of _____ was hereunto affixed by order of its Directors in accordance with its Articles of Association, in the presence of:



Name and Signature of Director(s)

Common Seal

_____/_____/_____
 _____/_____/_____

Ph No: _____

WHERE THE LICENSEE IS ONE OR MORE INDIVIDUAL PERSONS:

Signature(s)

_____/_____/_____
 _____/_____/_____

Ph No: _____

FOR OFFICE USE ONLY	DATE RECEIVED: ____/____/____	AMOUNT PAYABLE: \$
	DATE PAID: ____/____/____	PAYMENT DETAILS:

Form 20

Liquor Licensing Act 1988

[Section 161]

SEARCH WARRANT

Under section 161 of the *Liquor Licensing Act 1988* I, [insert name of Justice of the Peace granting the warrant], of

.....

being a Justice of the Peace and being satisfied upon complaint by [insert name of complainant] that there is reason to suspect that [insert description of circumstances justifying issue of warrant]

.....

.....

.....

.....

.....

at [insert address of premises]

.....

hereby grant to [insert name and designation of authorized officer]

.....

this warrant empowering that person to enter those premises with such other persons as may be necessary to assist, using such force as may be necessary, and there to do any of the things referred to in section 161(1). This warrant continues to have effect until the purposes for which it was granted are satisfied.

Granted on the day of 19.

at.

.....
Signature of Justice of the Peace granting
the warrant

Schedule 1

Form 21

Liquor Licensing Act 1988

[Section 167(2)]

INFRINGEMENT NOTICE

No

Date. / /

1. To
(Surname) (Other names)
of
..... Postcode

It is alleged that at about am/pm on the
day of 19. at
.....
you committed the offence described below and are liable for the modified penalty stated.

.....
Authorized Officer

2. Section or regulation	Description of offence	Modified penalty
.....
.....
.....

- 3. You may dispose of this matter by payment of the modified penalty within 28 days of receiving this notice.
- 4. If the modified penalty is not paid within the time specified in this notice a complaint for the alleged offence may be heard and determined by a court.
- 5. Payment of the modified penalty may be made by completing item 6 and either —
 - (a) posting this form and a cheque, money order or postal note for the amount of the modified penalty specified in item 2, to Director of Liquor Licensing, Liquor Licensing Division, P.O. Box 6119, East Perth W.A. 6004; or
 - (b) delivering this form and paying the amount to the Liquor Licensing Division, 1st Floor, Hyatt Centre, 87 Adelaide Terrace, Perth W.A. 6000.

6. I,
(Full name)
of
(Number and street)
.....
(Town or suburb) (Postcode)

agree to pay the modified penalty for the offence indicated in this form.
.....
(Signature of Offender)

Form 22

Liquor Licensing Act 1988

[Section 167(5)]

WITHDRAWAL OF INFRINGEMENT NOTICE

No

Date. / /

To.
(Name)

of.
(Address)

Infringement Notice No. . . . dated / / for the offence described below is hereby withdrawn.

.....
Director of Liquor Licensing

Section or regulation	Description of offence	Modified penalty
.....
.....
.....

*[Schedule 1 amended in Gazette 30 January 1998 pp.569-73;
22 May 1998 p.2944; 6 October 1998 pp.5566-7.]*

Schedule 2

Schedule 2

[Regulation 13]

Details of Applicant

Item	Category of Applicant	Details to be provided
1.	Natural person.	<ul style="list-style-type: none">(a) full name;(b) any other name used now or previously;(c) present residential address;(d) any other residential address in the past 5 years, including dates of each change of address;(e) date and place of birth;(f) citizenship;(g) full name of spouse or <i>de facto</i> spouse;(h) present occupation, and name and address of employer;(j) present height, weight, build, colour of hair and eyes, complexion and any distinguishing bodily marks;(k) licences relating to the sale of liquor held in the State or elsewhere, the name and address of premises to which any such licence relates or related and the period during which the licence is or was held;(m) any other involvement in the operation of licences relating to the sale of liquor in the State or elsewhere;(n) any position of authority held in a body corporate concerned with the proposed licence and a description of the position held;(o) the number and nature of any convictions of that person for offences in any jurisdiction;

Item	Category of Applicant	Details to be provided
		<ul style="list-style-type: none"> (p) any proceedings relating to insolvency under administration, within the meaning of the Corporations Law, in respect of the person or any such proceedings, or applications in respect of any such proceedings, pending in respect of the person; and (q) any external administration, within the meaning of the Corporations Law, of any corporation of which the person is — <ul style="list-style-type: none"> (i) a director; or (ii) where the corporation is a proprietary company, a shareholder, or any such administration pending.
2.	Company.	<ul style="list-style-type: none"> (a) full name, registered office and address for service of documents; (b) date and place of incorporation, including a copy of the certificate of incorporation; (c) any change of the company name during the past 2 years, including the date of any such change of name; (d) a list of directors; (e) in respect of each director, the details set out in item 1; (f) in the case of a proprietary company — <ul style="list-style-type: none"> (i) the full name, residential address and date of birth of each shareholder who is a natural person; and (ii) the full name, date and place of incorporation of each shareholder that is a body corporate; (g) any liquidation, receivership or official management in force or pending in respect of the company;

Schedule 2

Item	Category of Applicant	Details to be provided
		(h) the full name, date and place of incorporation of any related body corporate, and the nature of the relationship; and
		(j) in respect to any person sought to be approved as manager, the details set out in the third column of item 1.
3.	Club or other body of persons.	(a) full name and address for service of documents;
		(b) date and place of formation;
		(c) any change of name in the past 2 years;
		(d) if incorporated, the date and place of incorporation, including a copy of the certificate of incorporation;
		(e) the full name of, residential address of, and office held by, any trustee or office bearer and the date of that person's appointment or election as the case may be; and
		(f) in respect of any person sought to be approved as manager, the details set out in the third column of item 1.

*[Schedule 2 amended in Gazette 22 May 1998 p.2944;
6 October 1998 p.5567.]*

Schedule 3

[Regulation 26(1)]

Fees

	\$
1. Application for the grant or removal of a Category A licence	750.00
2. Application for the grant or removal of a Category B (other than an occasional licence) licence	400.00
3. Application for the transfer of a licence	400.00
3a. Licence fee for all licences other than a wholesaler's licence	105.00
3b. Licence fee for a wholesaler's licence	265.00
4. Application for an occasional licence where the anticipated number of persons attending* is —	
(a) up to 100	25.00
(b) between 101 and 500	65.00
(c) between 501 and 1 000	115.00
(d) between 1 001 and 5 000	500.00
(e) between 5 001 and 10 000	1 000.00
(f) over 10 000	2 000.00
<i>[*See regulation 26(4) as to the anticipated number of persons attending]</i>	
5. Application for extended trading permit for a period of over 21 days —	
(a) issued for a purpose referred to in section 60(4)(ca) of the Act	300.00
(b) issued for a purpose referred to in section 60(4)(h) of the Act	200.00
(c) issued for any other purpose	400.00
6. Application for extended trading permit for a period of 21 days or less (for each day, up to a maximum of \$500).	50.00
7. Application for approval of manager (other than under club restricted licence), after licence is granted	60.00
8. Application for approval of manager under club restricted licence, after licence is granted	15.00
9. Application for approval of person in position of authority, after licence is granted	70.00
10. Application for approval for alteration or redefinition of licensed premises	150.00
11. Application for a protection order under section 87(1) of the Act	60.00
12. Application for duplicate licence.	20.00
13. Application for approval of change of name of licensed premises	50.00

Schedule 3

	\$
14. Application to add, vary or cancel condition of licence or permit (other than club restricted licence).	60.00
15. Application to add, vary or cancel condition of club restricted licence	20.00
16. On the issue of a list of licensed premises or a list of owners of licensed premises	50.00
17. On the issue of a list of licensed premises on computer disk. .	70.00
18. Address labels for licensed premises.	80.00
19. Application for Proof of Age Card (reg. 18B).	15.00
20. "Liquor Licensing Act — Notice of Application" heading . . .	15.00
21. Copy of plan — per sheet	20.00
22. Certified copy of plan defining licensed premises.	20.00
23. Issue of a summons to a witness.	10.00
24. Copy of a licence or a permit, or a decision of the Court or the Director	15.00
25. For the certification of a copy of a licence or permit or a decision of the Court or the Director — an additional fee of .	15.00
26. For a search of records of licences — per licence	20.00
27. For a notice of application for approval of arrangement or agreement (section 68(1)(b)(i))	50.00
28. For a copy of documentation, other than that already prescribed, per page	3.00
29. For a search of postcodes —	
(a) 1 to 10 postcodes	20.00
(b) more than 10 postcodes	50.00
30. For a full search of the licence record	30.00

[Schedule 3 inserted in Gazette 14 November 1997 pp.6446-8; amended in Gazette 30 January 1998 p.573; 22 May 1998 p.2944; 21 December 1999 pp.6419-20.]



Notes

- ¹ This reprint is a compilation as at 7 January 2000 of the *Liquor Licensing Regulations 1989* and includes the amendments included in the reprint of 8 September 1997 and the other amendments effected by the regulations referred to in the following Table.

Table of Regulations

Citation	Gazettal	Commencement	Miscellaneous
<i>Liquor Licensing Regulations 1989</i>	27 January 1989 pp.209-61	1 February 1989 (see regulation 2 and <i>Gazette</i> 27 January 1989 p.263)	
<i>Regulations effecting amendments included in the previous reprint are not referred to in this Table</i>			Previous reprint as at 8 September 1997
<i>Liquor Licensing Amendment Regulations 1997</i>	14 November 1997 pp.6446-8	1 January 1998 (see regulation 2)	
<i>Liquor Licensing Amendment Regulations 1998,</i> (correction in <i>Gazette</i> 6 February 1998 p.662)	30 January 1998 pp.559-73	31 January 1998 (see regulation 2 and <i>Gazette</i> 30 January 1998 p.577)	
<i>Liquor Licensing Amendment Regulations (No. 2) 1998</i>	28 April 1998 p.2198	28 April 1998	
<i>Liquor Licensing Amendment Regulations (No. 3) 1998</i>	22 May 1998 pp.2940-4	23 May 1998 (see regulation 2 and <i>Gazette</i> 22 May 1998 p.2921)	
<i>Liquor Licensing Amendment Regulations (No. 4) 1998</i>	6 October 1998 pp.5563-7	6 October 1998	
<i>Liquor Licensing Amendment Regulations (No. 5) 1998</i>	30 October 1998 p.6015	1 December 1998 (see regulation 2)	

Liquor Licensing Regulations 1989

Citation	Gazettal	Commencement	Miscellaneous
<i>Liquor Licensing Amendment Regulations 1999</i>	30 April 1999 pp.1820-1	30 April 1999 (see regulation 2)	
<i>Liquor Licensing Amendment Regulations (No. 2) 1999</i>	31 August 1999 pp.4236-9	31 August 1999	
<i>Liquor Licensing Amendment Regulations (No. 3) 1999</i>	21 December 1999 pp.6418-20	1 January 1999 (see regulation 2)	

Defined Terms

*[This is a list of terms defined and the provisions where they are defined.
The list is not part of the law.]*

Defined Term	Provision(s)
aged person	8(2)
aggregate amount	24(2)
alcohol based food essence	4A(2)
alcohol based novelty food item	4A(2)
approved operator	8(2)
approved person	18B(5)
disabled person.....	8(2)
hostel.....	8(2)
low alcohol liquor	21(4)
photograph	18C(2)
producer	3A(1)
purchase	5(2)(b)
retail sale	4A(2)
sale	5(2)(a)
signature	18C(2)
specified	9A(2)
sufficient documentary evidence of the applicant's identity and age.....	18B(5)
taxable value	21(4)
the 1997 Commonwealth Acts	21(4)
wholesaler	3A(1)
WST	3A(1)