

Liquor Licensing Act 1997
Gaming Machines Act 1992

Position of Authority - approval application

Complete this form to:

- Request approval for a person to assume a position of authority in a corporate or trust structure
- Request approval for profit sharing
- Notify Consumer and Business Services (CBS) when a person ceases to occupy a position of authority or of changes to profit sharing.

Please note

If there is an existing approval under the *Liquor Licensing Act 1997* or the *Gaming Machines Act 1992* (for example Responsible Person, position of authority for a corporate entity or approval to receive profits or proceeds only), you are still required to complete this form and apply for an approval to **assume a position of authority** within the trust or corporate entity, to which this application relates.

In addition to this form a Personal Information Declaration (PID) is required for each person, however, for persons with an existing approval, a PID is not required unless circumstance have changed, since last being approved, that may affect their fitness and propriety.

CBS does not need to be notified if a person approved in a position of authority changes positions, within **the same** corporate or trust structure, eg – CEO to director, beneficiary to shareholder.

Contact person for enquiries

Person authorised to complete this form on behalf of the licensee

Contact name			
Position held			
Daytime phone		Email	

Licensee details

Details of the licensee requesting the approval

Licensee name	(full name of applicant/authorised person)										
Premises name											
Licence number	5										
Premises address											
Postal address											
Mobile phone											Email
Signature											Date

Where to lodge this form

Electronically Scan and email: Liquorandgaming@sa.gov.au	Post Licensing Branch GPO Box 2169 ADELAIDE SA 5001	In person Customer Service Centre 91 Grenfell Street ADELAIDE SA 5000	More information www.cbs.sa.gov.au Ph: 08 8226 8655
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Please note that your responses will be checked by law enforcement agencies. If it is found that you have failed to disclose information required, or have provided false or misleading information in your application, you may be subject to criminal prosecution, disciplinary action and/or licence cancellation.

New persons exercising influence or control over the business - seeking to assume a position of authority

Position of authority is defined in the legislation, note it includes: Director, Manager, shareholder or any other person exercising influence/control over the business. (Attach additional page with details if required).

	Name	Position sought eg. Director, manager, beneficiary	Date of birth (DD/MM/YY)
1			
2			
3			
4			

OR

Persons seeking approval to participate in profit sharing/seeking approval of profit sharing arrangement

New persons seeking approval to receive profits or proceeds from the business only (not exercising influence or control) require approval

Persons who are already approved or seeking approval to assume a position of authority within the corporate structure are not required to separately be approved to receive profits or proceeds.

	Name of person to receive profits or proceeds	Date of birth (DD/MM/YY)
1		
2		
3		
4		

Please note: A PID form and applicable fee is required for each person in any of the following circumstances:

- they are not currently approved
- they are currently approved but their circumstances have changed since their last approval , eg –. have been bankrupt or charged/reported/convicted for an offence
- the approval relates to a gaming licence.

If approval of arrangement/agreement sought, please provide a copy of document.

Resignations/other changes

List the names of person ceasing to occupy a Position of Authority or receive profits.

	Name	Position stauts eg. Director/held	Date of birth DD/MM/YY)
1			
2			
3			
4			