

Liquor Licensing Act 1997
Gaming Machines Act 1992

Reduce annual licence fee - application

Where to lodge this form

Email	Post	In person
Scan and email to liquorandgaming@sa.gov.au	Licensing GPO Box 2169 ADELAIDE SA 5001	Customer Service Centre 91 Grenfell Street ADELAIDE SA 5000

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.

Important information

- The Liquor and Gambling Commissioner **may** reduce annual licence fees on application.

Reduction based on similar licence.

- If the business conducted under the current licence is similar to that conducted under another licence class for which a lower fee is payable that it warrants a reduction to the lower level
- The fee is amended for the **current** year only.

Reduction based on amending trading hours and/or capacity.

- If you change the trading hours and/or capacity of the premises, the changes will affect your licence until you submit an application to vary your licence conditions application form.
- The Commissioner will amend your licence conditions to reflect the changes and reissue your licence showing the amendments. This includes extended trading authorisation hours or prescribed entertainment consent.
- If your licence allows you to provide accommodation, these changes will not affect your service to lodgers.
- Gaming trading hours must fall within the hours permitted under the liquor licence.** The Commissioner **will** limit your gaming hours to ensure that they are not outside the hours you have requested on this form.
- An updated copy of your gaming machine licence will be sent to you and the Independent Gaming Corporation notified.

Licensee details

Trading name of premises	_____						
Licence number	5						(existing liquor licence number)
Licensee name	_____						
Postal address*	_____ <input type="checkbox"/>						
Mobile phone	_____	Email *	_____ <input type="checkbox"/>				

Contact details

Person authorised to complete and file this application form on behalf of the applicant	
Contact name	_____
Postal address	_____ <input type="checkbox"/>
Daytime phone	_____ Email _____

Electronic details to be registered for future communications regarding this licence

Email for all contact

Mobile phone for SMS

Electronic contact consent

- I agree to receive** licensing information including all licence renewals, reminders and penalties by email
- I also agree to receive** reminders by SMS (only available when choosing to receive information by email)
- I agree to update** CBS of any change to my email address and mobile phone number

Reduction based on similar licence

Indicate your **current** licence type and fee level

Licence type

- Hotel licence
- Residential licence
- Direct sales
- Restaurant licence
- Special circumstances
- Retail liquor
- Entertainment venue licence
- Producer
- Wholesale liquor
- Club

Fee Level

- Level 1
- Level 2
- Level 3
- Level 4
- Level 5

Late Trading

- After 2am
- After 4 am

Indicate the licence type and fee level you consider is most similar to the nature of your business

Licence Type

- Hotel licence
- Residential licence
- Direct sales
- Restaurant licence
- Special circumstances
- Retail liquor
- Entertainment venue licence
- Producer
- Wholesale liquor
- Club

Fee Level

- Level 1
- Level 2
- Level 3
- Level 4
- Level 5

Late Trading

- After 2am
- After 4am

Note below or attach to this application details of why your business is so similar to the type of licence you have indicated that it warrants a reduction in fee level.

Reduction based on trading hours and/or capacity

Trading hours

Indicate when you wish to cease trade in liquor (If your licence allows you to provide accommodation this will not affect your service to lodgers) and when you wish to recommence trade in liquor (subject to existing licence)

Note: If your licence authorises extended trading or prescribed entertainment consent, the Commissioner will also vary these licence conditions consistent with the times you have indicated below.

Cease trading	Recommence trading
<input type="checkbox"/> 2 am <input type="checkbox"/> 3 am <input type="checkbox"/> 4 am	<input type="checkbox"/> 5 am <input type="checkbox"/> 6 am <input type="checkbox"/> 7 am
<input type="checkbox"/> other	<input type="checkbox"/> other

Capacity

The maximum venue capacity for the licensed premises (this must be less than the capacity currently authorised on your licence)

New maximum capacity
<input type="checkbox"/> 200 people <input type="checkbox"/> 400 people <input type="checkbox"/> other <input type="checkbox"/> 1,000 people (clubs only)

If you have applied to reduce the capacity of your premises, the Commissioner will amend your licence so that you will not be permitted to have more than the new maximum capacity in your premises at any time.

Authorised signatory

- I declare that I am 18 years or older and am authorised to lodge this application as or on behalf of the holder of the licence granted in accordance with the *Liquor Licensing Act 1997*.
- I acknowledge that under the *Liquor Licensing Act 1997* it is an offence to make a false or misleading statement in respect of this application.

..... (full name of applicant/authorised person) (relationship to licensee (e.g. licensee, director, legal representative))
Signature	Date