

Liquor Licensing Act 1997

Application for Limited Club Licence

Office use only	
Received Date	
Transaction No	
Paid	\$
Initials	

Information

This application form can be used to apply for a limited club licence under the *Liquor Licensing Act 1997*.

A limited club licence is a licence that is, by agreement between the club and the licensing authority, granted on the following conditions:

- The club will not, during the currency of the licence, hold a gaming machine licence
- The club will not sell or supply liquor under the licence except for consumption on the club premises by -
 - A member of the club; or
 - A guest of a member who is also present on the club premises.
- A member of the club will not be permitted by the club to have more than 5 guests on the club premises at any one time (or a lesser number determined by the licensing authority).
- The club will keep the Commissioner informed of any changes to the composition of the committee of management of the club and will provide the information required by the Commissioner (in the form required by the Commissioner) about the members of the committee of management.

Fees

Application fees are payable for:

- Application for a club licence
- Application for extended trading authorisation (if applied for)
- Application for entertainment consent (if applied for)

Where to lodge this Form

In person Customer Service Centre 91 Grenfell Street ADELAIDE SA 5000	Post Licensing Branch GPO Box 2169 ADELAIDE SA 5001	Electronically Email to: CBSapplications@sa.gov.au	More information www.cbs.sa.gov.au Ph: 08 8226 8655
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Applicant

Applicant Details

Person authorised to complete and file this application form on behalf of a corporate entity or association

Contact Name

Daytime phone Email

Licensee Details

Name of Club

Address

Postal Address

Daytime phone Email

Number of guests per member (up to 5)

Licence Details

My licence will require:

- Two plans of the premises attached to this application (refer "Submitting a Plan - Lodgement Guide"):
a black and white plan
a plan with the relevant colour code outlining designated areas
- Designated Dining Area; outlined on the attached plan
- Designated Reception Area ; outlined on the attached plan
- Extended Trading Authorisation; refer page 4 for application form
- Entertainment Consent; refer page 5 for application form
- Exemption from Responsible Person Requirements; refer page 6 for application form
- Extension of Trading Area; Council approval attached

Signature of applicant

- I have attached the required plans for the proposed licensed premises
- I have completed the relevant pages (as listed above) and submitted the required fee/s with this application

Authorised Signatory

..... (full name of applicant/authorised person) (office held)

Signature Date

Committee details

Committee Members

Please list the names of each new Committee Member

	Name	Position Held	Residential Address (include postcode)	Telephone Number	M / F	Date of Birth DD/MM/YY
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						

Please note: The names of these Committee Members will be forwarded to SAPOL to conduct police criminal history checks. Approval is subject to the Commissioner not receiving information from SAPOL indicating that a committee member is not fit and proper.

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Application for Extended Trading Authorisation In conjunction with Application for Club licence

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Additional fee required for this application

Proposed Hours - Liquor Licence - Consumption on Premises

An extended trading authorisation cannot authorise the sale of liquor on the day after Good Friday and the day after Christmas day or between 5am and 8am on a Sunday

Day	From (start time)	To (end time)
Monday	Midnight to	
Tuesday	Midnight to	
Wednesday	Midnight to	
Thursday	Midnight to	
Friday	Midnight to	
Saturday	Midnight to	
Sunday (except Sunday as a day after Christmas Day)	Midnight to	
Good Friday	Midnight to	(no later than 2am)
Christmas Day	Midnight to	(no later than 2am)
Sunday AM (being day after Christmas Day)	(not earlier than 8 am)	(no later than 11 am)
Sunday PM (being day after Christmas Day)	8 pm to	(no later than midnight)
Other:		

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Application For Entertainment Consent

In conjunction with Application for Club Licence

Additional fee required for this application

Proposed Entertainment (Optional)

By specifying the type of entertainment, you may be restricted to only this type of entertainment by a condition imposed on the licence.

Proposed Hours

You do not require consent for entertainment between 11 am and Midnight

Day	After 12 Midnight	Prior to 11 am
Monday	Start time Midnight End time	Start time End time 11 am
Tuesday	Start time Midnight End time	Start time End time 11 am
Wednesday	Start time Midnight End time	Start time End time 11 am
Thursday	Start time Midnight End time	Start time End time 11 am
Friday	Start time Midnight End time	Start time End time 11 am
Saturday	Start time Midnight End time	Start time End time 11 am
Sunday (no earlier than 8am)	Start time Midnight End time	Start time End time 11 am
Good Friday (no later than 2 am)	Start time Midnight End time	Start time End time 11 am
Christmas Day (no later than 2 am)	Start time Midnight End time	Start time End time 11 am
New Year's Day	Start time Midnight End time	Start time End time 11 am
Other: (please specify)		

Authorised Signatory

_____	_____
(full name of applicant/authorised person)	(office held)
Signature _____	Date _____

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Application for exemption From Responsible Person Requirements In conjunction with Application for Club Licence

Attach reasons for seeking an exemption. Include details of the scope of your business and liquor sales for the past 6-12 months

Form area with horizontal dashed lines for text entry.

Notification of Electronic Communication Consent

Licensee details

Trading Name	_____
Licence number	5 _____ (existing liquor licence number)
Premises Address	_____
Postal Address	_____
Mobile phone	_____ Email _____

Contact Details

Person authorised to complete and file this application form on behalf of a corporate entity or association

Contact Name	_____
Postal Address	_____
Daytime phone	_____ Email _____

Electronic Details to be registered

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)

Statutory declaration

I hereby give permission to Consumer and Business Services to

- change my addresses as detailed above
- change my phone and email contact details
- Update my details to reflect my Electronic Contact Consent options.

Signature _____ Date: _____

Where to lodge this Form

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