

Application for a new liquor licence

Approved form under section 52 of the Liquor Act 0795

- For “all other risk category” applications including:
 - Public bar authority
 - Casino authority
 - Late night authorities including 00.00 – 02.00 and 02.00 – 04.00
 - Restaurant bar authority
 - Adult entertainment including explicit and R rates authorities
 - Club authority
 - Small bar authority, and
 - Wayside inn authority
- Type your answers or use clear, printed writing.
- Attach extra documents if your answer/s don't fit into the space provided.
- If you need help with your application, call Licensing NT on 08 8999 1800 or email LiquorLicensing.DITT@nt.gov.au.

Before you apply

You must also attach supporting documents – see section 9 of this application.

You can't use this form to apply for a special or major event liquor licence. For more information, go to the NT Government website.

Section 1 - Applicant details			
Given name			
Surname			
Date of birth			
Residential address			
Postal address (if different)			
Phone		Mobile number	
Email address			
Are you an Australian citizen			Yes / No
If no, how long have you been in Australia			

Disclosures	
1. Have you ever been arrested, charged, convicted or summonsed for an offence (excluding spent convictions)?	Yes / No
If yes, provide below.	
2. Have you ever been a defendant in a civil lawsuit for breach of duty of care?	Yes / No
If yes, provide below.	
3. Have you ever been the subject of any action pursuant to the provisions of bankruptcy legislation?	Yes / No
If yes, provide below.	
4. Are you associated with any other liquor licences? For example, as a silent partner or event manager.	Yes / No
If yes, provide these licence numbers below.	
Section 2 – Organisation's details (if you are applying on behalf of an organisation)	
What is the full name of the organisation?	
What type of organisation is it? (e.g. business, company, incorporated association, body corporate or firm)	
ABN or ACN If incorporated, provide incorporation number	
Business name (if applicable) and head office address	

Phone		Mobile number	
Email address			
Section 3 – Nominee's details			
Complete if the nominee is going to be someone other than applicant. If more than one, attach their information on an additional document.			
Given name			
Surname			
Date of birth			
Residential address			
Postal address (if different)			
Phone		Mobile number	
Email address			
Are you an Australian citizen			Yes / No
If no, how long have you been in Australia			
Disclosures			
1. Have you ever been arrested, charged, convicted or summonsed for an offence (excluding spent convictions)?			Yes / No
If yes, provide below.			
2. Have you ever been a defendant in a civil lawsuit for breach of duty of care?			Yes / No
If yes, provide below.			
3. Have you ever been the subject of any action pursuant to the provisions of bankruptcy legislation?			Yes / No

If yes, provide below.			
4. Are you associated with any other liquor licences? For example, as a silent partner or event manager.			Yes / No
If yes, provide these licence numbers below.			
Section 4 – Executive officer details			
If your business is a firm or company, anyone with more than a 15% share/voting power in the entity who is not the applicant or nominee/s. If you have more than one, attach their information on an additional document.			
Given name			
Surname			
Date of birth			
Job title			
Residential address			
Postal address (if different)			
Phone		Mobile number	
Email address			
Are you an Australian citizen			Yes / No
If no, how long have you been in Australia			
Disclosures			
1. Have you ever been arrested, charged, convicted or summonsed for an offence (excluding spent convictions)?			Yes / No
If yes, provide below.			

2. Have you ever been a defendant in a civil lawsuit for breach of duty of care?		Yes / No	
If yes, provide below.			
3. Have you ever been the subject of any action pursuant to the provisions of bankruptcy legislation?		Yes / No	
If yes, provide below.			
4. Are you associated with any other liquor licences? For example, as a silent partner or event manager.		Yes / No	
If yes, provide these licence numbers below.			
Section 5 – Nature of the business and liquor authority needed			
Premises address			
Describe the nature of the business you will be undertaking			
Liquor authorities requested (select as many as you would need to run the business as intended). For more information about authorities, go to the NT Government website.			
Late night 00.00 – 02.00	Yes / No	Late night 02.00 – 04.00	Yes / No
Public bar	Yes / No	Major event	Yes / No
Casino	Yes / No	Restaurant bar	Yes / No
Adult entertainment explicit	Yes / No	Adult entertainment R-rated	Yes / No
Adult entertainment	Yes / No	Club	Yes / No
Small bar	Yes / No	Wayside inn	Yes / No
Do you need extra conditions that are not in the authority/ies you have requested? (eg liquor not to be sold in glass containers)			Yes / No

If you need extra conditions that are not in the authority you have requested, list them here. Attach extra documents if required			
Section 6 – Designated smoking area			
Will the licensed premises have a designated smoking area? If yes, you must attach a smoking management plan. Read more on the NT Government website.			Yes / No
Section 7 – Consent for document verification			
We will verify your identity against existing government records using the ID Match Document Verification Service. This service encrypts your information during verification. You can find out more about the service on the ID Match website - https://www.idmatch.gov.au .			
I confirm that I am authorised to provide the personal details presented and I consent to the document details I've provided as evidence of identity to be checked with the relevant government agency via the Document Verification Service.			Yes / No
Section 8 – Applicant declaration			
I, (full name)			
Of (address)			
Solemnly and sincerely declare that: - All statements and information contained in this application are true and correct to the best of my knowledge by virtue of the <i>Oaths, Affidavits and Declarations Act 2010</i>; and - I consent to the Director making inquiries and the exchange of information with the authorities of other Australian states, territories, or New Zealand regarding my activities in the security industry and associated occupations, or otherwise regarding matters relevant to this application; and - I have read and understood the information contained in this application; and - This declaration is true and correct; and I know that it is an offence to make a declaration that is false in any material particular.			
This declaration was made at (location)			On (date)
Applicant signature			
Note: Under the <i>Oaths, Affidavits and Declarations Act 2010</i> a person wilfully making a false statement or altering a statement, in a statutory declaration is guilty of a crime and is liable to a penalty or imprisonment, or both.			
Section 9 – Supporting documents			
If you don't supply the supporting documentation, Licensing NT may not accept your application.			
An affidavit made in line with section 54 of the Liquor Act 20196 ("the Act")			Yes / No
Declaration of associates required under section 55 of the Act			Yes / No
Enough evidence to show this licence is in the public interest and will not have a significant adverse impact on the community, pursuant to sections 49 and 51 of the Act			Yes / No

A summary of the evidence required to satisfy the onus specified in section 51 of the Act, which you consent to being published or made publicly available	Yes / No
Detailed site and floor plans of the proposed licensed premises, including boundaries and any outdoor areas (decking or alfresco entertainment areas) See 'how to submit a venue site plan fact sheet' ⁷ for more information and guidance	Yes / No
If you're going to have a smoking area/s: • Details of any screens to be used as a buffer between areas including the size, type and materials used, and evidence (e.g. photos) showing that it is resistant to smoke; and • A smoking management plan; and	Yes / No
Have you held a liquor licence in the previous 12 months? a) If no, then you will need to provide the following for all nominees and executive officers: • Current national police name check; and • A clear, current colour copy of photo ID (driver's licence, passport, NT working with children card, Australia Post Keypass card or evidence of age card); and • Resume; and • Responsible service of alcohol certificates; and • Signed and dated professional and personal referee statements (one each) that include the referees' contact details and state to the general reputation and character of the applicant. b) If yes, then you may only be required to provide the following for any nominees or executive officers (contact Licensing NT): • Statutory declaration disclosing that within the last 12 months they have not had any criminal or court convictions - it must be signed, dated and include current contact details; and	Yes / No Are the documents attached/ provided?
Proof of title or fully executed lease or contract or other evidence of your right to occupy the premises	Yes / No
Evidence of your financial stability eg. a letter from the relevant bank or accountant (if an individual) or assets/liabilities statement	Yes / No
If applying on behalf of a club, supply a current certificate of incorporated association	Yes / No
Receipt for the application fee	Yes / No
If you're applying on behalf of a company, a full company and historic extract verifying the business registered details about the company including the list of directors, shareholders and members If there are any other businesses linked to the proposed licensed premises, you must attach ASIC full company extracts for those as well.	Yes / No

Privacy statement

For the applicant

You have been asked to provide personal information as part of this application. You do not have to provide us with your personal information but if you choose not to, we might not be able to accept or process your application, or your application may be refused. As part of this application, you are also providing personal information about other persons ('third parties'). Please ensure that you let all third parties know that you are providing their information as part of your application and ensure they are aware of the information set out below.

For the applicant and third parties

We collect and use your personal information to process and manage this application (and, if approved, any subsequent licence/registration) under the Liquor Act 2019. Third party information is required by law to enable consideration of the applicant's suitability to hold a licence / registration. If the applicant does not provide this information, it may affect their ability to obtain and maintain a licence / registration.

We may share your information with the Liquor Commission, NT Police, Fire and Emergency Services, local council, the Department of Health and/or other authorities or people, but only if we are required or authorised by law to do so. We will also not use your personal information unless that use is required or authorised by law.

You have a right to access the information we hold about you. To learn more about this, or if you would like to access or correct the information, we hold about you or make a privacy complaint about us, go to the Department of Trade, Business and Asian Relations website.

To specifically discuss how your information is used and shared by Licensing NT, you can call us on 08 8999 1800 or email us at LiquorLicensing.DITT@nt.gov.au

Lodgement

Complete applications can be lodged in person, email or via post.

Email	LiquorLicensing.DITT@nt.gov.au
Post	Licensing NT GPO Box 1154, Darwin NT 0801

In person at a Territory Business Centre

Darwin	Darwin Corporate Park, Ground Floor, Building 3, 631 Stuart Highway Berrimah
Katherine	Big Rivers Government Centre, 5 First Street
Tennant Creek	Barkly Business Hub, 63 Haddock Street
Alice Springs	Ground Floor, The Green Well Building, 50 Bath Street

For more information call 1800 193 111 or email territorybusinesscentre@nt.gov.au