

Notice to Director of extension of hours

Liquor Regulations 2019

Before you fill in the form

Type your answers or use clear, printed writing.

Attach extra pages if your answers do not fit into the space provided.

If you need help with this form, call Licensing NT on 08 8999 1800 or email

ITT.LRASComplianceDWN@nt.gov.au or ITT.LRASComplianceASP@nt.gov.au

Fields marked with asterisk (*) are mandatory.

Fields marked with caret (^) are office use only.

Notes in relation to additional hours of trade provided for under the *Liquor Regulations 2019*

ANZAC Day

A licensee with a **club authority** may trade between 04:30am and 10:00am on ANZAC Day by providing the Director a copy of their authorisation from a sub-branch of the Returned Services League and a light meal or full meal is available to patrons during those hours.

Notice must be given to the Director at least **28 days** prior to the event.

GOOD FRIDAY and CHRISTMAS DAY

Licensees with the following authorities may trade on Good Friday and Christmas Day between the following hours 11:00am to 9:00pm, if the sale of liquor is only to patrons purchasing full meals:

Club

Restaurant

Public bar

Restaurant bar

Notice is not required however is greatly appreciated.

NEW YEAR'S EVE

Licensees with the following authorities may trade until 02:00am New Year's Day:

BYO

Restaurant

Club

Restaurant bar

Public bar

Small bar

Licensees with a **late night** authority may trade for an additional hour on New Year's Eve, (eg 03:00 or 05:00).

Notice must be given to the Director by **3 December** each year for additional hours on New Year's Eve.

Extension of hours without providing this notice within the timeframes listed to the Director is a breach of the regulations and will be subject to disciplinary action. **Anything outside of this will require a special event authority or variation of licence conditions.**

Licensee details			
Full name*			
Phone*		Authority	
Email*			
Licence No.*			
Details of licensed premises			
Full name of licensed premises*			
Address of licensed premises*			
Details of person submitting the notice			
Full name*			
Address*			
Authority to act*			
Nature of the extension			
ANZAC Day	Yes / No	Authorisation from sub-branch attached?	Yes / No
Good Friday	Yes / No	Christmas Day	Yes / No
NYE (refer to your relevant authority as to permissible hours)	02:00	03:00	05:00
Signature of licensee or their delegate*			Date*
Office use only^			
Is the notice within the prescribed period?^			Yes / No
Action officer (name, date and initials).^			

Privacy statement

For the licensee:

You have been asked to provide personal information as part of this notice. 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 notice, or your notice may be refused.

As part of this notice, you may also be 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 notice, and ensure they are aware of the information set out below.

For the licensee and third parties:

We collect and use your personal information to process and manage this notice (and, if approved, any subsequent licence/registration) under the *Liquor Act 2019*¹. Third party information is required by law to enable consideration of the licensee's suitability to hold a licence / registration. If the licensee 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, visit nt.gov.au². To specifically discuss how your information is used and shared by Licensing NT, you can contact us on 08 8999 1800 or ITT.LRASComplianceDWN@nt.gov.au or ITT.LRASComplianceASP@nt.gov.au

¹ <https://legislation.nt.gov.au/Legislation/LIQUOR-ACT-2019>

² <https://justice.nt.gov.au/access-to-information>