

Licensing NT

Notice to Director of Liquor Licensing for producers off premises sales

Approved form under regulation 73(b) of *Liquor Regulations 2019*

Before you fill in the form

- Type your answers or use clear, printed writing.
- Attach extra documents if your answers don't fit into the space provided.
- There is no application fee.
- If you need help with your notice, call Licensing NT on 08 8999 1800 or email liquorcompliance@nt.gov.au

Submit your notice

Submit your notice by emailing the completed form to liquorcompliance@nt.gov.au.

Notes in relation to regulation 73(b)

A producers' authority is subject to the conditions specified in Division 13 of the Liquor Regulations 2019. The hours of operation for a producers' authority are from 10:00 to 22:00 every day of the year except Good Friday and Christmas Day. A light meal must be available for purchase and complimentary tap water be available during the hours of operation.

Section 73B of the Regulations states:

A licensee must not sell, serve, or supply liquor off the licensee's premises unless the licensee gives the Director written notice of the licensee's intention to do so at least **7 days** before the sale, service or supply occurs.

This includes sales at liquor industry shows, community festivals, farmers markets or fairs. This form provides the necessary notice.

Section 73C of the Regulations states:

A licensee must not sell, serve, or supply liquor at an event in respect of which a major event authority or a special event authority is in force unless the licensee who holds the major event authority or special event authority gives written consent to the sale, service or supply.

Section 1. Licensee details

Full name	
Phone	
Email	
Licence number	

Section 2. Function or event details			
A function or event hosted by the licensee off the approved licensed premises and attended by guests or the public			Yes/No
A function or event attended by the licensee off the approved licenced premises including special events, festivals, music concerts or trade shows			Yes/No
Name of licensed premises			
Date		Time	
Give details of the nature/type of function or event and any other relevant details Attach any correspondence in support of this notice			
Give details of the type and volume of the alcohol to be sold For example, spirits to be sold per 30ml, in glasses with mixers or in bottles or cans			
Signature of licensee		Date	
Section 3. Office use only			
Comments by the Director or delegate			
Full name			
Position title			
Signature		Date	

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 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 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*. 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, go to the [Department of Tourism and Hospitality website](#)¹.

To specifically discuss how your information is used and shared by Licensing NT, you can contact us on 08 8999 1800 or liquorcompliance@nt.gov.au.

¹ <https://dth.nt.gov.au/publications/corporate/dth-privacy-policy>