**Form 17**

**Application for manager’s certificate**

*Section 219, Sale and Supply of Alcohol Act 2012*

**To** the Secretary

District Licensing Committee [*name of territorial authority*]

Application for a manager’s certificate is made in accordance with the details set out below.

**Details of applicant**

• Full legal name, any aliases, usual residential address, sex, occupation, and date and place of birth: [*state*]

• Postal address for service of documents: [*state*]

• Daytime contact name and telephone number: [*state*]

• Criminal convictions [*state all criminal convictions (other than convictions for offences against provisions of the Land Transport Act 1998 not contained in Part 6, and offences to*

*which the Criminal Records (Clean Slate) Act 2004 applies*)]

• Has the applicant had any experience (in particular recent experience) in controlling any premises or conveyance in respect of which a licence was in force? Yes/No

If Yes, what are the details and dates of that experience? [*state*]

• Has the applicant had any relevant training, in particular, recent training? Yes/No

If Yes, what are the details of that training and on what dates was it taken? [*state*]

• Does the applicant hold the Licence Controller Qualification (or a prescribed qualification within the meaning of section 218 of the Sale and Supply of Alcohol Act 2012)? Yes/No

If Yes, on what date was that qualification obtained? [*state*]

• Does the applicant intend at this time to be the manager of any particular licensed premises? Yes/No

If “Yes”, what are the identifying particulars of those licensed premises? [*state*]

• If it is a club, what is the extent of the applicant’s involvement in its management and activities? [*state*]

Dated at: [*place*, *date*]

Signature of applicant:

**Notes**

1 This application must be accompanied by the prescribed fee.

2 If the applicant intends to be the manager of any particular licensed premises, the application must be filed with the Secretary of the District Licensing Committee with which the application for the licence was filed.

3 In all other cases, the application should be filed with the Secretary of the District Licensing Committee for the district in which the applicant is residing.