

Liquor licence temporary change of boundaries – footpaths and roads

Before you complete this form

What this form is for

It's for a licensee or the owner of an On-premises, Hotel, Club, Small Bar or Producer/Wholesaler licence who seeks approval for a temporary alfresco dining area to be included in their licence boundaries. This may include outdoor spaces such as footpaths, laneways and areas that have been closed off to traffic, if approved by Council/the Landholder.

What the temporary change of boundaries allows you to do:

It allows you to sell or supply liquor for:

- consumption on the premises as per your current liquor licence and newly approved temporary outdoor dining area
- between 10am and 10pm Sunday to Thursday and 10am and midnight Friday and Saturday, or a shorter period in line with the trading hours of your approved liquor licence, or the approved trading hours on your current development consent.

Who can submit this form:

- the existing licensee
- current premises owner
- a legal representative or other representative on behalf of the licensee (a declaration must be completed if lodged on behalf of the licensee or premises owner) – use form 'LLMDEC01 Online liquor licence modification: declaration by licensee' at liquorandgaming.nsw.gov.au

Note - What you need to know

- Food and water must be available while the alfresco dining area is operating (existing statutory requirements);
- The approved plan must be made immediately available for inspection on the premises by a police officer, council officer or Liquor & Gaming NSW inspector.
- If your licence already permits minors to be present at the premises (whilst in the company of a responsible adult), this application will also allow minors in the new alfresco area and no further application is required.
- If your licence already has a Primary Service Authorisations, this will be temporarily extended to included the temporary outdoor dining area and no further application is required (you will still need to comply with the Primary Purpose Test).
- Extended trading hours authorisations do not apply to the temporary outdoor dining area.

Cost

- There is no fee for this application.

Your privacy

We will handle your personal information in accordance with the *Privacy and Personal Information Protection Act 1998*. It is being collected by Liquor & Gaming NSW and will be used for the purpose of processing your request and may be disclosed to other Government agencies for this purpose. Providing this information is voluntary, but where relevant information is not provided this may lead to your request being refused, delayed or not further considered. You have the right to request access to, and correct details of, your personal information held by us.

You can access further information on privacy at liquorandgaming.nsw.gov.au

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Part 1 About the liquor licence

Liquor licence number

LIQ

Licence name

Part 2 Applicant details

Please check only one box.

I am the licensee

- If an individual complete Part 2A only
- If an organisation complete Part 2B only

I am the owner of the premises

- If an individual complete Part 2A only
- If an organisation complete Part 2B only

A legal representative acting on behalf of the above

- Complete Part 5C

2A If an individual

Mr Ms Mrs Miss Other

Given name

Middle name

Family name

Gender

Email

Contact phone

2B If an organisation

Name of organisation

ABN

ACN

Year incorporated

Contact person name

Email

Contact phone

Part 3 About this application

Further information required

Does your licence have any of the following approved authorisations:

Primary Service Authorisation Yes No

Minors Area Authorisation Yes No

Drink-on-premises Authorisation Yes No

A Non Restricted Area Authorisation Yes No

Please confirm you are aware that any existing authorisation for a primary service, drink on premises, minors area or non-restricted area authorisation will automatically apply to the new outdoor area but only on a temporary basis.

Yes

No

continue overleaf

The following conditions are proposed for the duration of the temporary change of boundaries. Additional conditions may be imposed on a case by case basis.

Outdoor dining is allowed on a temporary basis, subject to the following:

- i. Food must be available to patrons within the outdoor dining area at all times that the area is operating.
- ii. A copy of the approved plan of the licensed boundary must be made immediately available for inspection by a police officer, council officer or Liquor & Gaming NSW inspector upon request.
- iii. Despite any other trading hours on the licence, trading hours in the alfresco dining area may not exceed 10pm Sunday to Thursday or 12am Friday and Saturday.
- iv. This temporary change to boundary may be revoked at any time by the Council/Landholder or Liquor & Gaming NSW.
- v. The licensee may sell liquor from the indoor area of the premises to patrons using the temporary outdoor dining area provided that the Licensee ensures drinks are only consumed within the licensed areas.

You can provide objections or comments on the proposed conditions and they will be considered before a decision is made.

Part 4 Applicant declaration

- I declare that I am 18 years or older and I am authorised to lodge this application.
- I declare that the contents of this application including the attachments are true, correct and complete and that I have made all reasonable enquiries to obtain the information required to complete the application.
- I undertake to notify as soon as practical Liquor & Gaming NSW (L&GNSW) of any change to the information in this application, if the information changes before the application is determined.
- I declare that I am not suspended or disqualified from holding a liquor licence.
- I acknowledge that under section 36 of the *Gaming & Liquor Administration Act 2007* and section 307A of the *Crimes Act 1900* it is an offence to provide false, misleading or incomplete information in this application.
- I acknowledge that failure to provide all required information will result in delay or refusal of the application.
- I understand that specific details I have supplied in this application may be 'personal information' under the *Privacy and Personal Information Protection Act 1998*. Personal information is any information or opinion that identifies an individual, or enables someone to identify an individual. I acknowledge that L&GNSW is collecting information on behalf of Independent Liquor & Gaming Authority Board to enable processing of the application.
- I also understand that L&GNSW will use this information for its intended purpose only, store the information securely, and allow the applicant to access and update the information. When processing this application, L&GNSW may disclose information to other Government agencies.
- I acknowledge that general information about this application will be published on an electronic noticeboard and information about the application, if granted, on a public register.
- If the applicant is an individual
Complete Part 5A only.
- If the applicant is an organisation
Complete Part 5B only.
- If the applicant is lodged by a representative
Complete Part 5C only.

continue overleaf

5A Applicant (if an individual)

Name

Signature

Date

5B Applicant (if an organisation)

Two signatures are required under section 127 of the Corporations Act 2001.

1. Name of officeholder

Title e.g. director

Signature

Date

2. Name of officeholder (if more than one)

Title e.g. director, company secretary

Signature

Date

5C If the application is lodged by a legal or other representative

Mr Ms Mrs Miss Other

Representative's name

Representative's business name

Email

Contact phone daytime

Licensee declaration form 'LLMDEC01 Online liquor licence modification: declaration by licensee' completed and attached?

Yes

No

continue overleaf