Notice of Management Change

Section 231 Sale and Supply of Alcohol Act 2012

SOUTH WAIRARAPA DISTRICT COUNCIL
Kia Reretahi Tātau

Forward a copy of this completed form within two working days of the Manager's appointment or termination to:

South Wairarapa District Licensing Committee
c/o South Wairarapa District Council
PO Box 6
Martinborough 5741
Email: health@swdc.govt.nz

New Zealand Police
Attn: Alcohol Harm Prevention Officer
Email: AHPO.Wairarapa@police.govt.nz
Fax: 06 370 5950

Licensed Premises Name

Licensed Premises Address

Telephone

Email

A person appointed as duty manager must be 20 years or older.

What are you notifying (please select one box):

☐ **New Certificate Holding Manager**

Full Name

Certificate Number | Certificate Expiry Date dd / mm / yyyy

Effective From dd / mm / yyyy **to** dd / mm / yyyy

☐ **Temporary Manager** *(s229 Sale and Supply of Alcohol Act 2012)*

Full Name ☐ Attach a copy of your drivers licence or passport

Residential Address

Who they are replacing | Certificate No

Reason

Effective From dd / mm / yyyy **to** dd / mm / yyyy

Temporary Managers must apply for a Manager's Certificate within two working days of their appointment.

☐ **Acting Manager** *(s230 Sale and Supply of Alcohol Act 2012) - maximum appointment 3 weeks*

Full Name ☐ Attach a copy of your drivers licence or passport

Residential Address

Who they are replacing | Certificate No

Reason

Effective From dd / mm / yyyy **to** dd / mm / yyyy

☐ **Termination/Cancellation of Manager Appointment**

Full Name

Certificate Number | Certificate Expiry Date dd / mm / yyyy

Effective From dd / mm / yyyy

Licensee's Signature | Date dd / mm / yyyy

Name | Position (director, partner, etc.)