

**Application for Suspension, or cancellation of manager's certificate**

Sections 285, Sale and Supply of Alcohol Act 2012

Form 23

To: The Secretary  
Alcohol Regulatory and Licensing Authority  
Private Bag 32001  
Panama Street  
WELLINGTON 6146

Application for the suspension (or cancellation) of a manager's certificate is made in accordance with the details set out below.

**1. Details of Applicant:**

- a. Full legal name: \_\_\_\_\_
- b. Postal Address for service of documents: \_\_\_\_\_
- c. Contact name: \_\_\_\_\_
- d. Daytime contact number: \_\_\_\_\_
- e. Status: *(Tick appropriate box)*                       Constable                       Inspector

**2. Details of Manager:**

- a. Full legal name: \_\_\_\_\_
- b. Postal Address for service of documents (if known): \_\_\_\_\_  
\_\_\_\_\_

**3. Details of Certificate:**

- a. Type of Certificate *(Tick appropriate box)*                       General Manager                        
Club Manager
- b. Certificate No: \_\_\_\_\_ Expiry Date: \_\_\_\_\_
- c. Region that certificate was originally issued in if other than Buller: \_\_\_\_\_

**4. Details of employment – Premises:**

(To be included only where the manager is or was employed on any premises)

- a. Address of premises: \_\_\_\_\_
- b. Trading name or other name (if any): \_\_\_\_\_
- c. Kind of licence in force in respect of premises: \_\_\_\_\_
- d. Name of licensee: \_\_\_\_\_



**4. Details of employment – Conveyance:**

(To be included only where the manager is or was employed on any conveyance)

- a. Kind of conveyance: \_\_\_\_\_
- b. Address of home base (if any): \_\_\_\_\_
- c. Trading or other name (if any): \_\_\_\_\_
- d. Kind of licence in force in respect of conveyance: \_\_\_\_\_
- e. Name of conveyance: \_\_\_\_\_

**5. Action sought** (Tick appropriate box)                       Suspension                       Cancellation

**6. That the manager has failed to conduct the licensed premises in a proper manner; and in particular it is alleged as follows:**

That the conduct of the manager is such as to show that he (or she) is not a suitable person to hold the certificate; and in particular it is alleged as follows:

Dated at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

\_\_\_\_\_  
a)                      *Applicant Signature*

\_\_\_\_\_  
b)                      *Position*

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