

Temporary Authority Checklist

The following must be included with your application:

- Completed, *signed* and *dated* application form
- Letter from the owner of the building giving consent for liquor to be sold
- Copy of the Managers Certificate for nominated managers
- The date you intend to commence trading from the premises
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- Certificate of Incorporation (if the applicant is a company)
- Copy of your Lease Agreement
- Copy of Sale and Purchase Agreement
- \$296.70 Licence Fee (cheques made payable to Manawatu District Council)
- This checklist

Please telephone 06 323 0000 to arrange, with a Licensing Inspector, a pre-lodgement check of your application. Your application will not be accepted without an appointment with an inspector.

Christine Wisnewski
Consents Planner & Licensing Inspector
phone 06 323 0000