

Request to review a delegated Independent Liquor & Gaming Authority Board decision made by Liquor & Gaming NSW



Before you complete this form

What this form is for

Use this form if you want the Independent Liquor & Gaming Authority Board (the Authority) to review a delegated decision made by Liquor & Gaming NSW (L&GNSW) in relation to any of the following:

- ▲ application for the grant or removal of an on-premises licence relating to a restaurant with a primary service authorisation (PSA), a karaoke bar, catering service or vessel
- ▲ application for the grant or removal of a small bar licence
- ▲ application for the grant or removal of a producer/wholesaler licence that includes an application for a drink on-premises authorisation under section 50 of the *Liquor Act 2007*
- ▲ application for a packaged liquor licence limited to the sale of liquor by telephone, internet and other remote means
- ▲ application for permanent extended trading hours for any of the relevant licences listed.

What you need to know

- ▲ Only certain decisions are reviewable. To find out more, search for 'Reviews of delegated decisions' at liquorandgaming.nsw.gov.au.
- ▲ Applications for review are restricted to the:
 - a. applicant
 - b. those persons who made a submission *and* who were required to be notified of the application or the associated community impact statement (in relation to liquor applications) or the local impact assessment (in relation to gaming machine applications).
- ▲ An application for a review of a delegated decision must be made to the Authority within 28 days of the decision being published on the Liquor & Gaming application noticeboard at liquorandgaming.nsw.gov.au.
- ▲ A copy of the review application will be given to the original applicant and other submitters (if applicable).

Note:

Do not use this form to request a review of an Authority decision by the NSW Civil and Administrative Tribunal (NCAT). NCAT reviews of Authority decisions are limited to these applications:

- ▲ the grant or removal of a hotel licence, a packaged liquor licence (other than one limited to online sales), a club licence or an on-premises licence relating to a public entertainment venue (other than a theatre or cinema)
- ▲ permanent extended trading hours after 12 midnight for relevant licences listed here
- ▲ a gaming machine threshold determination requiring a class 2 LIA to be approved.
- ▲ an application to vary or revoke a conditions imposed by the Authority to allow trading after midnight
- ▲ an application delegated by the Authority to L&GNSW, but that delegation has not been exercised.

To request a review by NCAT, please lodge an application accompanied by evidence of your original submission with the NSW Civil and Administrative Tribunal.

How to lodge this form

@ review.lgnsw@justice.nsw.gov.au

Include 'APP998 Review delegated L&GNSW decision' in the subject line.

✉ The Chairperson, Independent Liquor & Gaming Authority Board
GPO Box 7060
Sydney NSW 2001

👤 Liquor & Gaming NSW
Level 6, 323 Castlereagh Street
Haymarket NSW 2000
Monday–Friday, 9am–5pm

Provide all pages of this application and supporting documents with payment. There's no need to include introduction pages i and ii.

Need more information?

🔍 liquorandgaming.nsw.gov.au

Search for 'Reviews of delegated decisions'.

@ info.lgnsw@justice.nsw.gov.au

☎ 1300 024 720

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 application and may be disclosed to other Government agencies for this purpose. General information about your application may be published on an electronic noticeboard and information about the application, if granted, on a public register. Providing this information is voluntary, but where relevant information is not provided this may lead to your application 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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Cost

Fees payable for an application for a review are prescribed under the *Gaming and Liquor Administration Act 2007*. In the case of the applicant, the fee payable is the fee applying to the original application. In all other cases, the fee is \$100.

Fees paid for by credit card will include a 0.4% surcharge. GST is included. Fees are subject to change without notice. The application for review must be accompanied by the prescribed payment amount before processing can commence.

How this request will be processed

Please allow at least 10 working days to receive an email response to your request.

If information is missing, we'll need to ask you to supply the required information to support the application. This may delay our response.

Please check

- Have you answered all questions in Parts 1 to 4?
- Have you read and signed Part 5?
- Have you completed your credit card details or enclosed payment?

I have attached

- A copy of the original Liquor & Gaming decision.
- Any material in support of the application for review.
- A copy of the submission PDF file.
- A copy of the submission receipt email (with unique submission identified in the topic field).

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OFFICE USE ONLY

APP998

By Email Mail OTCDate lodged Received by

Part 1 About the application and the premises

This review request relates to an application for:

- a new licence
- removal of a licence
- permanent extended trading hours

The licence application relates to a matter about:

- on-premises licence relating to a restaurant with a PSA, a karaoke bar or catering service or a vessel
- small bar licence
- producer/wholesaler licence that includes an application for a drink on premises authorisation
- packaged liquor licence limited to internet/telephone sales

The review application is related to the following matter:

Application number

Date application posted

Closing date for review

Application status

Existing or proposed licence name. Usually the trading name

Street address

Suburb/town/city

State

Postcode

Local government area (LGA)

Part 2 Review applicant details

Please check below.

The applicant is an individual

 Complete 2A only

The applicant is an organisation

 Complete 2B only

2A If an individual

 Mr Ms Mrs Miss Other

Given name

Middle name

Family name

Email

Contact phone

continue overleaf

LQ8890_130417

Residential street address (compulsory)

Suburb/town/city

State

Postcode

Country if not Australia

Correspondence address as above

We will use this mailing address when we contact this person about the licence.

Correspondence address

GPO/PO Box or street address

Suburb/town/city

State

Postcode

Country if not Australia

2B If an organisation

Name of organisation

ABN

ACN

Year incorporated

Contact phone

Email

Website

Business street address (compulsory)

Suburb/town/city

State

Postcode

Country if not Australia

Correspondence address as above

Correspondence address

GPO/PO Box or street address

Suburb/town/city

State

Postcode

Country if not Australia

Contact person for the organisation

Mr Ms Mrs Miss Other

Given name

Middle name

Family name

Date of birth

Email

Mobile

State

Part 3 More about the person requesting this review

Are you the original applicant?

 Yes No

Did you make a submission in relation to this application?

 Yes No

If **Yes**, please provide your submission receipt number:

Do you have or do you expect to obtain any direct or indirect personal financial benefit (pecuniary interest) in connection with the grant or refusal of this application?

 Yes No

If **Yes**, please provide details:

What best describes your interest in this application?

- Original applicant
- Owner/occupant of any building within 50 metres of the premises
- Local police
- Local council
- Neighbouring local council
Premises within 500 metres of the boundary
- Any other prescribed group or person required to be notified of the application by the Authority.
Please specify

Part 4 About the review request

This application for review requests the Authority to

- vary
- revoke

the Liquor & Gaming NSW decision.

Are there additional pages attached to this application for review?

 Yes No

If **Yes**, how many pages?

Please describe how you are aggrieved by the decision.

Please attach:

- ▲ A copy of the original Liquor & Gaming NSW decision
- ▲ Any material in support of the application for review
- ▲ A copy of the submission PDF file
- ▲ A copy of the submission receipt email (with unique submission identified in the topic field).

continue overleaf

Part 5 Applicant declaration

- ▲ I declare that I am authorised to lodge this application.
- ▲ I declare that the contents of this application requesting a review, including attachments are true, correct and complete and that I have made all reasonable inquiries to obtain the information required to complete the application.
- ▲ I acknowledge that under section 36 of the *Gaming and Liquor Administration Act 2007* and section 307A of the *Crimes Act 1900* it is an offence to provide false or misleading statements or false or misleading information in this submission.
- ▲ I understand that all submissions will be provided to the applicant for response and private information will not remain confidential.
- ▲ I acknowledge that Liquor & Gaming NSW is collecting information on behalf of the Independent Liquor & Gaming Authority Board to enable processing of the application. I also understand that Liquor & Gaming NSW will only use the information for its intended purpose and will store the information securely. When processing this application, Liquor & Gaming NSW may need to disclose information to other Government agencies.
- ▲ I acknowledge that Liquor & Gaming NSW will publish the outcome of the review request (i.e. the Authority's decision) on the Liquor & Gaming application noticeboard page on the Liquor & Gaming NSW website.

Name

Title

Signature

Date

Part 6 Payment

The fee for this application depends on the category of licence relating to the application. Use table below to calculate the amount payable.

New licence or removal of licence	Original applicant	Other applicant
On-premises licence relating to a restaurant with a PSA, a karaoke bar or catering service or a vessel	\$700	\$100
Producer/wholesaler licence that includes an application for a drink-on-premises authorisation		
Small bar licence	\$350	
Packaged liquor licence limited to internet/telephone sales	\$2,000	

Permanent extended trading hours until midnight	Original applicant	Other applicant
On-premises licence relating to a restaurant with a PSA, a karaoke bar or catering service or a vessel	\$300	\$100
Producer/wholesaler licence that includes an application for a drink-on-premises authorisation		
Small bar licence	\$100	
Packaged liquor licence limited to internet/telephone sales	\$1,250	

Permanent extended trading hours not later than 1.30am	Original applicant	Other applicant
On-premises licence relating to a restaurant with a PSA, karaoke bar or vessel	\$2,500	\$100
Producer/wholesaler licence that includes an application for a drink-on-premises authorisation		

Permanent extended trading hours any time after 1.30am but not later than 5am	Original applicant	Other applicant
On-premises licence relating to a restaurant with a PSA, karaoke bar or vessel	\$3,500	\$100
Producer/wholesaler licence that includes an application for a drink-on-premises authorisation		

continue overleaf

Please pay by:

Credit card Cheque Cash Money order

Payment amount **\$**

Credit card payments

A surcharge of 0.4% will be added to credit card payments.

Card type MasterCard Visa

Card number

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Name on card

Expiry date

Cardholder signature

Date

Cheque payments

Please cross and mark 'Not negotiable'. Make payable to 'Liquor & Gaming NSW'.

Drawer name