

Cease liquor sales during standard trading hours



Before you complete this form

What this form is for

This application form is for a hotel licensee who wishes to cease to sell or supply liquor on the licensed premises during standard trading hours, but continue to provide, or make available, other services and facilities on the licensed premises including gambling activities that are otherwise permitted on the premises.

Note

Approval is not required where there are no gambling activities operating and it is proposed to cease serving liquor during standard trading hours.

Cost

- ▲ The fee for this application is set out in the [Liquor Fee Schedule](#). The total fee can include a combination of a fixed fee and a processing fee. The processing fee is not refundable if the application is withdrawn or not granted.

There is a 0.4% surcharge if you pay by credit card. No GST applies. Note that fees may change without notice.

Pre-lodgement checklist

If information is missing, processing this application will be delayed and the application may be withdrawn.

- Have you answered all questions in Parts 1 to 2?
- Have you read and signed Part 3?
- Have you checked the [Liquor Fee Schedule](#) to ensure your fee is correct?
- Have you completed your credit card details or enclosed payment?

Explanation of terms

Term	Definition
Applicant	The person or organisation qualified to make this application. The applicant may nominate a legal or other representative to be their contact person regarding this application.
Approved manager	An individual who is approved to manage a licenced premises on behalf of a licensee.

How to lodge this form

@ liquor.applications@liquorandgaming.nsw.gov.au
Please include 'AM0140' Cease liquor sales during standard trading hours' in the subject line.

✉ Liquor & Gaming NSW
GPO Box 7060
Sydney NSW 2001

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

Please provide all pages of this application, your payment, and supporting documents. There's no need to attach these introduction pages.

Need more information?

🔍 liquorandgaming.nsw.gov.au
Check the progress of your application on the [Liquor & Gaming application noticeboard](#).

@ [Contact us online](#)

☎ 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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OFFICE USE ONLY

AM0140

Lodged by Email Mail OTC

Date lodged

Amount paid \$

Receipt no.

Request no.

Finalised by

Date finalised

Part 1 About the application

Liquor licence number

LIQ

Licence name

The licensee is an individual

Complete 1A only

The licensee is an organisation

Complete 1B only

1A Licensee (if an individual)

Mr Ms Mrs Miss Other

Given name

Middle name

Family name

Gender

Date of birth

City or town of birth

Email

Daytime phone

1B Licensee (if an organisation)

Name of organisation

ABN

ACN

Contact name

Position

Email

Phone

continue overleaf

Part 2 More information about the applicant

Applicants must provide reasons and relevant information in support of this application. Applicants should also address the considerations in section 15A(4) of the *Liquor Act 2007*, below: (attach a separate sheet if insufficient space)

- a) How the operation of gaming machines on the licensed premises during the period to which the approval relates will not detract unduly from the character of the hotel:

and

- b) How gambling activities on the licensed premises will be conducted in a responsible manner:

- c) Tell us the proposed hours liquor will **not** be available:

Day	Start time	End or closing time
Monday	:	:
Tuesday	:	:
Wednesday	:	:
Thursday	:	:
Friday	:	:
Saturday	:	:
Sunday	:	:

Part 3 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 attachments are true, correct and complete and that I have made all reasonable inquiries 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 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, misleading or incomplete information in this application.
- ▲ I acknowledge that failure to provide all required information may 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 to enable processing of the application.
- ▲ I also understand that L&GNSW will use the information for its intended purpose only, store the information securely, and allow the applicant or licensee to access and update the information. When processing this application, L&GNSW may disclose information to other Government agencies.

If the applicant is an individual

- ▶ Complete Part 3A only.

If the applicant is an organisation

- ▶ Complete Part 3B only.

continue overleaf

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3A Applicant (must be an individual)

Name

Position

Signature

Date

If the application is lodged by a legal or other representative, tell us:

Name of representative

Representative's business name

Daytime phone

Correspondence address

Email

3B If an organisation

Executed under section 127 of the *Corporations Act 2001*.

Name of Licensee

1. Name of officeholder

Position e.g. director

Signature

Date

2. Name of officeholder (if more than one)

Position e.g. director, company secretary

Signature

Date

If the application is lodged by a legal or other representative:

Mr Ms Mrs Miss Other

Given name

Family name

Representative's business name

Email

Contact phone daytime

continue overleaf

LQ4047_040918

Address for correspondence

Suburb/town/city

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State

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Postcode

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Country if not Australia

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Part 4 Payment for this application

Use the [Liquor Fee Schedule](#) to calculate the fee for this application. The total fee can include a combination of a fixed fee and a processing fee. The processing fee component is non-refundable in the event the application is withdrawn or not granted.

Fees are subject to change without notice and do not incur GST.

Record the fee below:

Payment amount \$

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Please pay by:

Credit card Cheque Cash Money order

Credit card payments

A surcharge of 0.4% is added to credit card payments.

Card type MasterCard Visa

Card number

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Cardholder's name

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Expiry date

MM / YYYY

Cardholder signature

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Date

DD / MM / YYYY

Cheque and money order payments

- ▲ Make payable to 'Liquor & Gaming NSW'.
- ▲ For cheques, please cross and mark 'Not negotiable'.

Cheque drawer name

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