

## Before you complete this form

### What this form is for

This form allows a licensee who is a party to a local liquor accord to apply to the Independent Liquor & Gaming Authority (the Authority) for an order prohibiting a specified person from entering or remaining on their licensed premises.

#### Note:

If banning orders required for more than one person, please lodge separate forms.

### Cost

The fee for making this application is \$100, as prescribed in Schedule 1 of the Liquor Regulation 2008.

### Lodge a copy of this application with local police

This application will not be processed unless local police have also had the opportunity to assess it. Please make a copy all pages of this application, including attachments, and lodge it at the police station closest to the licensed premises immediately before or within two working days of lodging this form with the Authority.

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 5?
- Have you attached additional pages if insufficient space (Parts 2 and 3)?
- Have you read and signed Part 6?
- Have you completed your credit card details or enclosed payment?
- Have you taken a copy of this entire application with attachments and lodged it with local police?

## How to lodge this form

✉ [safe.premises@liquorandgaming.nsw.gov.au](mailto:safe.premises@liquorandgaming.nsw.gov.au)

Include 'AM0343 Banning order' 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 this introduction page.

**Remember to lodge a copy of all pages of this application, including attachments, at the police station closest to the licensed premises.**

## Need more information?

🌐 [liquorandgaming.nsw.gov.au](http://liquorandgaming.nsw.gov.au)

✉ [safe.premises@liquorandgaming.nsw.gov.au](mailto:safe.premises@liquorandgaming.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. 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](http://liquorandgaming.nsw.gov.au).

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intentionally blank**

# Banning order application by licensee



**OFFICE USE ONLY**

**AM0343**

By  Email  Mail  OTC

Date lodged

Request no.

Finalised by

Date finalised

Notification issue date

## Part 1 About the liquor licence

Liquor licence number

LIQ

Licence name

Please check  below.

Licensee is an individual

▶ Complete 1A only

Licensee is an organisation (e.g. a company)

▶ Complete 1B only

### 1A 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 If an organisation (e.g. a company)

Name of organisation

ABN

ACN

Email

Daytime phone

### Part 2 Local liquor accord details

Name of local liquor accord

Date licensee became a party to the local liquor accord

Supply details of how licensee participates in local liquor accord.

Additional page attached



## Part 5 Notice to police

- ▲ This information below must be completed by the applicant.
- ▲ Submissions about this application can be made to the Authority within 30 days.

Licensee's name


has applied to Liquor & Gaming NSW for an order prohibiting a specified person from entering or remaining on the named licensed premises.

Name of licensed premises


Name of person proposed to be issued with the order

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Person's date of birth If known

DD / MM / YYYY

Person's address If known


Description of person proposed to be issued with this order

Provide details about physical appearance or other helpful indicators


Signature

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Date

DD / MM / YYYY

## POLICE USE ONLY

I Name, position and police station


certify that this notice was received on

DD / MM / YYYY

Please return this page to:

✉ [safe.premises@liquorandgaming.nsw.gov.au](mailto:safe.premises@liquorandgaming.nsw.gov.au)

✉ Liquor & Gaming NSW  
GPO Box 7060  
Sydney NSW 2001

## AUTHORITY USE ONLY

Application number

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Date lodged

DD / MM / YYYY

Date submissions close

DD / MM / YYYY

## Part 6 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 enquiries to obtain the information required to complete the application.
- ▲ I undertake to immediately notify the Authority of any change to the information in this application if the information changes before the application.
- ▲ I declare that the applicant is not suspended or disqualified from holding a liquor licence.
- ▲ I acknowledge that under section 36 of the *Gambling 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 this 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.

### 6A If an individual

Name

  

Title

Signature

Date

DD / MM / YYYY

### 6B If an organisation

Please sign in accordance with the requirements in s. 127 of the *Corporations Act 2001*.

Name of proposed licensee organisation

  

1. Name

Title e.g. director

Signature

Date

DD / MM / YYYY

2. Name

Title e.g. director, company secretary

Signature

Date

DD / MM / YYYY

**Contact person for this application** If lodged by a legal or other representative

Mr  Ms  Mrs  Miss  Other

Given name

Family name

Representative's business name

Position

Email

  

Contact phone

**Correspondence address**


Suburb/town/city

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State

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Postcode

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**Part 7 Payment for this application**

Credit card    Cheque    Cash    Money order

Payment amount      **\$100**

**Credit card payments**

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

Card type       MasterCard       Visa

Card number

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Name on card

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Expiry date

MM / YYYY
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Cardholder signature

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Date

DD / MM / YYYY
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**Cheque payments**

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

Drawer name

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