

Before you complete this form

What this form is for

This form is to allow a licensee to request approval to change the existing name of a liquor licence.

Cost

- ▲ The fee for this application is set out in the [Liquor Fee Schedule](#). This is a processing fee and is **not refundable** if the application is withdrawn or not granted.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.

How this request will be processed

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

Please complete all questions that apply to you. If information is missing, processing this application will be delayed and the application may be withdrawn.

How to lodge this form

✉ liquor.applications@liquorandgaming.nsw.gov.au
Include 'AM0540 Change licence name' 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

Provide all pages of this application and attachments. There's no need to attach this introduction page.

Need more information?

🌐 liquorandgaming.nsw.gov.au

✉ [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.

**This page is
intentionally blank**



OFFICE USE ONLY **AM0540**

By Email Mail OTC

Date lodged

Amount paid

GLS receipt no.

Request no

Finalised by

Date finalised

Pre-lodgement checklist

Note: If information is missing, processing this application will be delayed and the notification may be withdrawn.

	Office use only
I have answered all applicable questions in Parts 1 and 2.	<input type="checkbox"/> <input type="checkbox"/>
I have read and signed the declaration in Part 3.	<input type="checkbox"/> <input type="checkbox"/>
Have you checked the Liquor Fee Schedule to ensure your fee is correct?	<input type="checkbox"/> <input type="checkbox"/>
I have completed my credit card details or enclosed payment.	<input type="checkbox"/> <input type="checkbox"/>

Part 1 This liquor licence

Liquor licence number
LIQ

Current liquor licence name

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

Date of birth

Email

Daytime phone

1B If an organisation

Name of organisation Must exactly match the name registered to the ABN/ACN, and cannot be a trust

ABN

ACN

Email

Daytime phone

continue overleaf

Representative (if not the applicant)

The person we will contact if additional information is required at any stage during the application process. This may be a legal or other representative. If section below is left blank, we will contact the applicant directly.

Mr Ms Mrs Miss Other

Given name

Family name

Relationship to applicant e.g. solicitor, company secretary, consultant

Business name If applicable

Email

Contact phone

Part 2 Proposed licence name

What is the proposed licence name?

Why do you propose to change the existing licence name?

continue overleaf

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 enquiries to obtain the information required to complete the application.
- ▲ I undertake to notify as soon as practicable 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 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.

3A If an individual

Full name of applicant

Title

Signature

Date

3B If an organisation

Two signatures are required under section 127 of the *Corporations Act 2001*.

Name of organisation

1. Name

Title e.g. director

Signature

Date

2. Name

Title e.g. director, company secretary

Signature

Date

continue overleaf

Part 4 Payment

Use the [Liquor Fee Schedule](#) to calculate the fee for this application. Note this is a processing fee and is not refundable if 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 \$

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

Name on card

Expiry date

Cardholder signature

Date

Cheque payments

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

Drawer name