

Before you complete this form

What this form is for

This application form is for the licensee of a club, hotel, on-premises or small bar licence who applies to trade until 3:00am on up to 12 occasions over any 12-month period for the length of time the authorisation is held.

Note

Available in non-metropolitan venues only.

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 The processing fee is not refundable if the application is withdrawn or not granted..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If information is missing, processing this application will be delayed and the application may be withdrawn.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 3?
- Have you attached the documents listed in Part 4 if applicable.
- Have you read and signed Part 5?
- Have you checked the [Liquor Fee Schedule](#) to ensure your fee is correct?
- Have you completed your credit card details or enclosed payment?
- Have you completed the notices?

How to lodge this form

✉ liquor.applications@liquorandgaming.nsw.gov.au

Please include 'AM0020M Extended trading authorisation: multi-occasion' 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.

Lodge a copy of all pages of this application, including attachments, at the Police station closest to the licensed premises and the Liquor Licence Application Local consent authority notice, within 2 working days of lodging with L&GNSW.

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

Before you complete this form *continued*

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.

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.

Extended trading authorisation: multi-occasion

Available to non-metropolitan venues only

**OFFICE USE ONLY****AM0020M**Lodged by Email Mail OTCDate lodged Amount paid \$ GLS Receipt no. Request no. Finalised by Date finalised

Date of birth

City or town of birth

Email

Daytime phone

1B Licensee (if an organisation)

Name of organisation

ABN

ACN

Email

Phone

Part 1 About the liquor licence

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

continue overleaf

Part 2 About this application

A multi-occasion extended trading authorisation (MOETA) allows the sale or supply of liquor outside the standard trading period until 3:00am on up to 12 occasions over a 12-month period. Standard trading hours are 5:00am to midnight Monday to Saturday for consumption on the premises, 5:00am to 1:00am Monday to Saturday for take-away (if allowed) and 10:00am to 10:00pm Sunday (for all trading types), except on Good Friday and Christmas Day. Trading hours allowed by the local consent authority (e.g. the local council) may be different.

Is your licence located in one of the following local government areas?

Ashfield, Auburn, Bankstown, Blacktown, Blue Mountains, Botany Bay, Burwood, Camden, Campbelltown, Canada Bay, Canterbury, Fairfield, Gosford, Hawkesbury, Holroyd, Hornsby, Hunter's Hill, Hurstville, Kogarah, Ku-ring-gai, Lake Macquarie, Lane Cove, Leichhardt, Liverpool, Manly, Marrickville, Mosman, Newcastle, North Sydney, Parramatta, Penrith, Pittwater, Randwick, Rockdale, Ryde, Strathfield, Sutherland, Sydney, The Hills, Warringah, Waverley, Willoughby, Wollondilly, Wollongong, Woollahra, Wyong

Yes your licence is not eligible for a MOETA
No

If **No**, continue with this application

Is your licence authorised to trade after midnight on a regular basis?

Yes
No

If **No**, you may need to undertake a CIS and lodge the CIS with your application. Check the information in Part 4 of this form to determine if a CIS is required for your application.

The annual loading for trading after midnight is \$2,500 and the annual loading for trading after 1:30am is \$5,000. An annual loading of \$1,000 is applicable to licences with a MOETA to recognise that any late trading will attract risk.

If this application for a MOETA is granted, the licensee must notify the following persons at least six weeks before liquor is sold or supplied on each occasion:

- ▲ The local police
- ▲ The local consent authority (usually this is the local council)
- ▲ The Secretary

Lodge notifications online at liquorandgaming.nsw.gov.au. This facility will auto-deliver notifications to the police, the council and L&GNSW

If your licence is a hotel, on-premises or small bar licence
▶ Skip the following questions and sign this page.

If your licence is a club licence

▶ Check one box only.

To show if the licence already has a condition suspending the unrestricted on-premises trading right or you consent to the condition being imposed.

The Club's liquor licence already has a condition suspending the unrestricted on-premises consumption trading right

OR

If the MOETA is granted, I consent to the following condition being imposed on the Club's liquor licence under section 53(1)(b) of the *Liquor Act 2007*:

Liquor must not be sold or supplied between the hours of midnight and 5:00AM. This condition does not apply:

1. Between midnight and 2:00AM on 1 January each year, and
2. When liquor is authorised to be sold or supplied under a multi-occasion extended trading authorisation under section 49B of the *Liquor Act 2007*.

OR

Liquor must not be sold or supplied between the hours of 1:30AM and 5:00AM. This condition does not apply:

1. Between midnight and 2:00AM on 1 January each year, and
2. When liquor is authorised to be sold or supplied under a multi-occasion extended trading authorisation under section 49B of the *Liquor Act 2007*.

Name

Signature

Date

DD / MM / YYYY

continue overleaf

- ▲ 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 the Independent Liquor & Gaming Authority is collecting information to enable processing of the application.
- ▲ I also understand that the Authority 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, the Authority may need to disclose information to other Government agencies.
- ▲ I acknowledge that the Authority will publish general information about the application on an electronic noticeboard and information about the application, if granted, on a public register.

If the applicant is an individual

- ▶ Complete Part 5A only.

If the applicant is an organisation

- ▶ Complete Part 5B only.

5A Licensee (must be an individual)

Name

Position

Signature

Date

5B Licensee (if an organisation)

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

Name of Licensee

1. Name of officeholder

Title e.g. director

Signature

Date

2. Name of officeholder (if more than one)

Title 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

Address for correspondence

Suburb/town/city

State

Postcode

Country if not Australia

Part 6 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 \$

Application type Please check

Multi-occasion extended trading authorisation (application made on or before 31 December 2016)

Multi-occasion extended trading authorisation (application made on or after 1 January 2017)

If the licensed premises to which the application relates were authorised to trade on a regular basis until at least 3:00am within the period of 6-months before the application is made and:

- a) those extended trading hours have been reduced under the Act, or
- b) an application has been made under the Act with that 6-month period to reduce those extended trading hours, or
- c) a request has been made by the licensee within that 6-month period for a condition to be imposed under section 54 of the Act that would result in reducing trading hours, or

In any other case

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

Cardholder's name

Expiry date

MM / YYYY

Cardholder signature

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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intentionally blank**

Local consent authority notice

Application for an extended trading authorisation



Application type

Extended trading authorisation: multi-occasion

When lodging this application, the applicant must immediately before or within two working days lodge a copy of this notice with:

the local council or other consent authority or the internet.

- ▲ if the premises are within 500 metres of another local government area, the local council or other consent authority for that area
- ▲ the Department of Industry – Lands & Forestry if premises are on Crown Land.

Complete **all** details below – then copy this notice and lodge the copy with each applicable organisation listed above.

Note: This original notice must be lodged with the application to Liquor & Gaming NSW. It will be posted on an electronic noticeboard available at liquorandgaming.nsw.gov.au while the application is pending.

Submissions

Submissions about this application can be made within 30 days.

For more information about the application, or to make a submission, visit at liquorandgaming.nsw.gov.au.

Application details

Applicant's name

Date of application

DD / MM / YYYY

has applied to the L&GNSW for a multi-occasion extended trading authorisation (MOETA) which allows the venue to trade up until 3:00am on up to 12 occasions over a 12-month period.

Liquor licence name

Liquor licence no.

LIQ

Address of licensed premises

Is this licence already authorised to trade past midnight on a regular basis?

 No

 Yes

If **Yes**, that authorisation will be revoked or suspended while the MOETA is in force.

Signature of applicant

Date

DD / MM / YYYY

COUNCIL OR OTHER CONSENT AUTHORITY USE ONLY

AM0020M

I, (insert name, position and organisation)

Certify that this notice was received on

DD / MM / YYYY

Liquor licence no.

LIQ										
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I advise, check one

development consent is not required to permit the proposed activity

development consent is required but not in place

development consent is required and in place

DA no.

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Please submit this notice through the Liquor & Gaming NSW Application Noticeboard at liquorandgaming.nsw.gov.au. Please include the applicants liquor licence number in the subject line.

To submit this notice manually email liquor.applications@liquorandgaming.nsw.gov.au. Please include the applicants liquor licence number in the subject line, or post to Liquor & Gaming NSW GPO Box 7060, Sydney NSW 2001.

LIQUOR & GAMING NSW USE ONLY

Application number

Lodged date

Submissions close

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DD / MM / YYYY

DD / MM / YYYY

Police notice

Application for an extended trading authorisation



Application type

Extended trading authorisation: multi-occasion

When lodging this application, the applicant must immediately before or within two working days lodge a copy of this application with the police station nearest to the premises.

Complete **all** details below – then copy **all** pages of this application and attachments and the plan and lodge the copy with the police station nearest to the premises.

Note: This original notice must be lodged with the application to Liquor & Gaming NSW. It will be posted on an electronic noticeboard available at liquorandgaming.nsw.gov.au while the application is pending.

Submissions

Submissions about this application can be made within 30 days.

For more information about the application, or to make a submission, visit at liquorandgaming.nsw.gov.au.

Application details

Applicant's name

Date of application

DD / MM / YYYY

has applied to the L&GNSW for a multi-occasion extended trading authorisation (MOETA) which allows the venue to trade up until 3:00am on up to 12 occasions over a 12-month period.

Liquor licence name

Liquor licence no.

LIQ

Address of licensed premises

Is this licence already authorised to trade past midnight on a regular basis?

 No Yes

If **Yes**, that authorisation will be revoked or suspended while the MOETA is in force.

Signature of applicant

Date

DD / MM / YYYY

POLICE USE ONLY

AM0020M

I, (insert name, position and organisation)

Certify that this notice was received on

DD / MM / YYYY

Liquor licence no.

LIQ

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Please submit this notice through the Liquor & Gaming NSW Application Noticeboard at liquorandgaming.nsw.gov.au. Please include the applicants liquor licence number in the subject line.

To submit this notice manually email liquor.applications@liquorandgaming.nsw.gov.au. Please include the applicants liquor licence number in the subject line, or post to Liquor & Gaming NSW GPO Box 7060, Sydney NSW 2001.

LIQUOR & GAMING NSW USE ONLY

Application number

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Lodged date

DD / MM / YYYY

Submissions close

DD / MM / YYYY

Public consultation – site notice

Application for an extended trading authorisation

Application type

Extended trading authorisation: multi-occasion

This notice must be affixed to the location of a licensed premises immediately before or within two working days of lodging an application for an extended trading authorisation with the L&GNSW.

This notice must also be provided to:

- ▲ the occupiers of any building on land adjoining the boundary of the land containing the proposed premises, regardless of a separating road
- ▲ the occupiers of any building on land situated within 100 metres of the boundary of the proposed premises
- ▲ the stakeholders consulted during the Community Impact Statement (CIS) process.

Complete **all** details below – then copy this notice, affix a copy to the site and also lodge a copy with each person or organisation listed above.

Application details

Applicant's name

Date of application

DD / MM / YYYY

has applied to the L&GNSW for a multi-occasion extended trading authorisation (MOETA) which allows the venue to trade up until 3:00am on up to 12 occasions over a 12-month period.

Liquor licence name

Liquor licence no.

LIQ

Address of licensed premises

Is this licence already authorised to trade past midnight on a regular basis?

No

Yes

If **Yes**, that authorisation will be revoked or suspended while the MOETA is in force.

Signature of applicant

Date

DD / MM / YYYY

Public submissions or comments about any aspect of this application are welcome, and may be made within **30 days** of the date of this notice. For more information about the application, or to make a submission, visit at liquorandgaming.nsw.gov.au.