

Multi-occasion extended trading authorisation application kit

Form AM0020M

September 2015

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This kit contains the form and related materials required to apply for a multi-occasion extended trading authorisation (MOETA) in NSW.

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INFORMATION

Glossary

'Standard trading period' – Allows trading from 5.00am to midnight Monday to Saturday for consumption on premises (5.00am to 10.00pm for takeaway sales) and 10.00am to 10.00pm Sunday – except on Good Friday and Christmas Day when trading is prohibited in most cases.

'Extended trading authorisation' – Allows trading outside of the 'standard trading period', usually after midnight Monday to Saturday and/or after 10.00pm Sunday.

'Unrestricted on-premises consumption' – Applies to a club licence only (ie a registered club) that was granted prior to 1 July 2008. This right allows the licensee to self-determine trading hours, which may include 24-hour trading.

Purpose

A MOETA allows a club, hotel, on-premises or small bar licence to trade up until 3:00am on up to 12 occasions over any 12-month period for the length of time the authorisation is held.

A venue is NOT eligible for a MOETA if it is located in 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

IMPORTANT NOTICE

Under s.36 Gaming and Liquor Administration Act 2007 and s.307A Crimes Act 1900, it is an offence to provide information to the Authority that is false or misleading.

Requirements checklist

Use the following checklist to ensure you are eligible and have all required supporting documentation. An incomplete application will not be accepted.



Development consent

Development consent or approval for the extended trading hours, if required.

Contact your local consent authority (usually local council) to find out if development consent is required.



Floor plan

A plan of the premises showing the area proposed for the MOETA.

The plan must be to scale, with the proposed licensed area outlined in a distinctive colour.

Visit www.ilga.nsw.gov.au for a sample.

Category A CIS

A community impact statement (CIS) is required for the MOETA.

If your licence is a club licence, you are NOT required to undertake a CIS if:

- the club's premises have an unrestricted on-premises consumption trading right at the time the application is made or
- the trading hours of the club premises have been reduced by a condition under section 54 of the *Liquor Act 2007* (or a request has been made by the club for a condition to be imposed under that section that would result in reduced trading hours) or
- an ongoing extended trading authorisation in respect of the club premises has, on application by the club, been revoked or been varied so as to reduce the trading hours to no later than 1.30 am (or an application has been made to reduce the trading hours to no later than 1.30 am)

If your licence is a hotel, on-premises, producer/wholesaler or small bar licence, you are NOT required to undertake a CIS if the trading hours of your premises at the time the application is made are equal to or more than the trading hours under the proposed MOETA.

You MUST undertake a CIS in all other circumstances.

For information about our Community Impact Statement toolkit, go to www.ilga.nsw.gov.au

IMPORTANT NOTICE

Under s.36 *Gaming and Liquor Administration Act 2007* and s.307A *Crimes Act 1900*, it is an offence to provide information to the Authority that is false or misleading.

INSTRUCTIONS

Complete all questions as instructed. If information is missing, we may ask you to supply the required information and/or documents to support the application. If more space is required to answer any questions, please attach additional sheets.

- Use a **black or blue pen**
- Complete all fields in neat block letters

EXAMPLE ANSWER

- Mark the correct checkbox with a cross

No Yes

- All dates must be in the format "Day Month Year"

Notices

Complete the notices on pages 7, 8 and 9 of the application form as instructed.

- A **copy of the notices** must be included with the application.
- You must notify your local council and NSW Police within 2 days of lodging the application. When notifying NSW Police, you must supply a complete copy of the application.
- The **site notice must remain affixed** at the site until the application is determined by the Authority.

Declaration and pre-lodgement checklist

Before lodging your application, you must carefully complete the pre-lodgement checklist on the previous page and sign the declaration in Parts 2 and 6 of the application form.

For more information

If you need more information, go to www.ilga.nsw.gov.au or www.olgr.nsw.gov.au

For assistance, call (02) 9995 0894 or email info@olgr.nsw.gov.au