

Regulations 1975 No. 22

Regulations under the *Liquor Ordinance (No. 3) 1975*.*

I, GORDON MUNRO BRYANT, the Minister of State for the Capital Territory, hereby make the following Regulations under the *Liquor Ordinance (No. 3) 1975*.

Dated this seventh day of October, 1975.

GORDON M. BRYANT
Minister of State for the Capital Territory.

LIQUOR REGULATIONS

PART I—PRELIMINARY

1. These Regulations may be cited as the Liquor Regulations. Citation.
2. (1) In these Regulations, unless the contrary intention appears— Interpretation.
 - “meeting” means a meeting of the Board;
 - “member” means a member of the Board;
 - “Ordinance” means the *Liquor Ordinance (No. 3) 1975*.
- (2) A reference in these Regulations to a form by number shall be read as a reference to the form so numbered in the Schedule.
- (3) A form in the Schedule shall be completed in accordance with the instructions contained in the form.

PART II—FEES AND ALLOWANCES TO MEMBERS OF BOARD

3. (1) The Chairman shall be paid for each day on which he attends a **Fees.**
meeting—
 - (a) if the meeting continues for not less than 3 hours—a fee of \$60; or
 - (b) if the meeting continues for less than 3 hours—a fee of \$40.
- (2) Subject to sub-regulation (5), a member other than the Chairman shall be paid for each day on which he attends a meeting—
 - (a) if the meeting continues for not less than 3 hours—a fee of \$50; or
 - (b) if the meeting continues for less than 3 hours—a fee of \$30.
- (3) Subject to sub-regulation (5), there is payable to the Chairman for each day on which he is engaged, with the approval of the Board, on business of the Board that does not include normal preparatory work for a meeting—
 - (a) if the period during which he is so engaged is not less than 3 hours—a fee of \$60; or
 - (b) if the period during which he is so engaged is less than 3 hours—a fee of \$40.

* Notified in the *Australian Government Gazette* on 8 October 1975.

(4) Subject to sub-regulation (5) and regulation 5, there is payable to a member other than the Chairman for each day on which he is engaged, with the approval of the Board, on business of the Board that does not include normal preparatory work for a meeting—

- (a) if the period during which he is so engaged is not less than 3 hours—a fee of \$50; or
- (b) if the period during which he is so engaged is less than 3 hours—a fee of \$30.

(5) Where the Chairman or a member other than the Chairman—

- (a) attends a meeting; and
- (b) is also, on the same day, engaged, with the approval of the Board, on other business of the Board,

a fee is not payable to him in accordance with sub-regulation (3) or (4) for the period of engagement referred to in paragraph (b) but the fee payable to him for that day in accordance with sub-regulation (1) or (2) is the fee that would have been payable to him for that day if the meeting referred to in paragraph (a) had continued for a period equal to the aggregate of the period of the meeting and the period of engagement on business referred to in paragraph (b).

Travelling allowance.

4. (1) Subject to regulation 5, where the Chairman or a member other than the Chairman is necessarily absent overnight from his place of residence—

- (a) in order to attend a meeting; or
- (b) in order to perform other business of the Board on which he is engaged with the approval of the Board,

travelling allowance, at the rate of \$37 per day, is payable to him in respect of his period of absence.

(2) Travelling allowance under sub-regulation (1) is payable in addition to, and does not include, the cost of conveyance.

To whom fees and allowances are not payable.

5. Fees and allowances are not payable in accordance with these Regulations to—

- (a) the member holding office under paragraph 7 (1) (c) of the Ordinance; or
- (b) a person appointed to act in the place of that member.

PART III—FORMS

Application for General Licence, On Licence or Off Licence or for approval of alteration of licensed premises.

6. An application for—

- (a) a General Licence;
- (b) an On Licence;
- (c) an Off Licence; or
- (d) the approval of the Board to the alteration of licensed premises,

shall be in accordance with Form 1.

Application for approval of transfer General Licence, On Licence or Off Licence.

7. An application for the approval of the Board to a transfer of—

- (a) a General Licence;
- (b) an On Licence; or
- (c) an Off Licence,

shall be in accordance with Form 2 and shall be accompanied by the records kept for the purposes of section 100 of the Ordinance, being records up to the date of the application.

- 8.** An application for a Club Licence shall be in accordance with Form 3. Application for Club Licence.
- 9.** An application for the approval of the Board to the transfer of a Club Licence shall be in accordance with Form 4 and shall be accompanied by the records kept for the purposes of section 100 of the Ordinance, being records up to the date of the application. Application for approval of transfer of Club Licence.
- 10.** (1) The prescribed form of—
 (a) a General Licence; or
 (b) an On Licence,
 for the purpose of section 36 of the Ordinance is Form 5. General Licence or On Licence and renewal.
- (2) The prescribed form of a renewal of—
 (a) a General Licence; or
 (b) an On Licence,
 for the purpose of section 39 of the Ordinance is Form 5.
- 11.** (1) The prescribed form of an Off Licence for the purpose of section 36 of the Ordinance is Form 6. Off Licence and renewal.
- (2) The prescribed form of a renewal of an Off Licence for the purpose of section 39 of the Ordinance is Form 6.
- 12.** (1) The prescribed form of a Club Licence for the purpose of section 36 of the Ordinance is Form 7. Club Licence and renewal.
- (2) The prescribed form of a renewal of a Club Licence for the purpose of section 39 of the Ordinance is Form 7.
- 13.** An application for the renewal of—
 (a) a General Licence;
 (b) an On Licence; or
 (c) an Off Licence,
 shall be in accordance with Form 8. Application for renewal of General Licence, On Licence or Off Licence.
- 14.** An application for the renewal of a Club Licence shall be in accordance with Form 9. Application for renewal of Club Licence.
- 15.** An application under regulation 13 or 14 shall be accompanied by a certificate in accordance with Form 10. Certificate of liquor purchases.
- 16.** An application under regulation 13 for the renewal of an Off Licence shall also be accompanied by a certificate in accordance with Form 11. Certificate of liquor sold under Off Licence.
- 17.** The prescribed form of an application under section 62 of the Ordinance for the grant of a permit is Form 12. Application for permit.
- 18.** The prescribed form of a permit for the purpose of section 65 of the Ordinance is Form 13. Permit.

**Memorandum
of transfer of
General
Licence,
On Licence or
Off Licence.**

19. The prescribed form of memorandum for the purpose of section 42 of the Ordinance is, in the case of—

- (a) a General Licence;
- (b) an On Licence; or
- (c) an Off Licence,

Form 14.

**Memorandum
of transfer of
Club
Licence.**

20. The prescribed form of memorandum for the purpose of section 42 of the Ordinance is, in the case of a Club Licence, Form 15.

**Certificate of
Chief Officer
of A.C.T.
Fire
Brigade.**

21. The prescribed form of certificate for the purpose of paragraph 99 (3) (b) of the Ordinance is Form 16.

SCHEDULE

FORM 1

Regulation 6

AUSTRALIAN CAPITAL TERRITORY
Liquor Regulations

COMPLETE IN BLOCK LETTERS

APPLICATION FOR

- GENERAL LICENCE
- ON LICENCE
- OFF LICENCE
- APPROVAL OF ALTERATION OF LICENSED PREMISES

(Tick space in square to indicate matter to which application relates.)

Instructions—This application must be lodged with the Registrar of Liquor Licences and should be accompanied by—

- (a) a plan of the premises to indicate the areas of the premises where liquor will be sold, and
- (b) a certificate from the Chief Officer of the A.C.T. Fire Brigade (Form 16) in the case of an application for Approval of Alteration of Licensed Premises.

Applicant's surname

Given names

Residential address

Name (if any) and address of premises to which licence relates.

Complete for General Licence only

Room/s on licensed premises proposed for use as bar-room/s

Room/s to be used as public bar-room/s

Reference to plan if necessary

Complete for On Licence only

Room/s on licensed premises proposed for use as bar-room/s

Complete for Off Licence only

Room/s to be used as sampling room/s

Period for which licence required (if less than 12 months)

From / /19 to / /19

Proposed trading hours

Details of food to be made available and prices of food (if insufficient space attach a separate list)

If approval of alterations is sought outline the nature of the proposed alterations. (If insufficient space, attach a separate list and the appropriate plans. Rooms proposed for use as bar-rooms must be specified (see section 4), and the memorandum under section 36 of the Building Ordinance 1957-1974 must be supplied.)

(Signature of applicant).....

Date / /19

Liquor Regulations

SCHEDULE—continued

FORM 2

Regulation 7

AUSTRALIAN CAPITAL TERRITORY

Liquor Regulations

COMPLETE IN BLOCK LETTERS

APPLICATION FOR TRANSFER OF GENERAL LICENCE <input type="checkbox"/> ON LICENCE <input type="checkbox"/> OFF LICENCE <input type="checkbox"/> (Tick space in square to indicate class of licence to which application relates.)	Instructions— This application must be lodged with the Registrar of Liquor Licences.
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Licence number:	Name of present licensee:
Surname of proposed licensee:	Given names:
Residential address:	Name (if any) and address of premises to which licence relates:

<i>Complete for General Licence only</i>	Room/s on licenced premises proposed for use as bar-room/s	<i>Reference to plan if necessary</i>
	Room/s to be used as public bar-room/s	
<i>Complete for On Licence only</i>	Room/s on licensed premises proposed for use as bar-room/s	

Period for which licence required (if less than 12 months) From / /19 to / /19	Date of proposed transfer (if applicable) / /19
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Details of food to be made available and prices of food (If insufficient space attach a separate list)
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(Signature of applicant) (Signature of present licensee)
 Date / /19

SCHEDULE—continued

FORM 3

Regulation 8

AUSTRALIAN CAPITAL TERRITORY

Liquor Regulations

COMPLETE IN BLOCK LETTERS

APPLICATION FOR CLUB LICENCE

Instructions—

This application must be lodged with the Registrar of Liquor Licences and should be accompanied by—

- (a) a plan of the premises to show where liquor will be sold,
- (b) a certified copy of the club's certificate of incorporation and of the constitution or rules of the club, and
- (c) a statement by the secretary of the club quoting the club's resolution to seek a liquor licence and that the club membership is not less than 100 financial members, all of whom have attained the age of 18 years.

Surname of proposed licence holder	Given names
Name of club	Address of club

Purpose of club

Number of members at date of application	Period for which licence required (if less than 12 months)
	From / /19 to / /19

(Signature of applicant)..... Date / /19

FORM 4

Regulation 9

AUSTRALIAN CAPITAL TERRITORY

Liquor Regulations

COMPLETE IN BLOCK LETTERS

APPLICATION FOR APPROVAL OF TRANSFER OF CLUB LICENCE

Instructions—

This application must be lodged with the Registrar of Liquor Licences.

Name of club	Address of club
Present licence holder	Proposed licence holder

Purpose of club

Date on which transfer proposed / /19	Unexpired period of licence
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(Signature of applicant).....(Signature of present licensee).....
Date / /19

Liquor Regulations

SCHEDULE—continued

FORM 5

Regulation 10

AUSTRALIAN CAPITAL TERRITORY

Liquor Regulations

*ORIGINAL RENEWAL OF
*GENERAL LICENCE
*ON LICENCE

M. (full name)

*proprietor/manager/authorized nominee for (name of principal)

is hereby licensed under the provisions of the Liquor Ordinance (No. 3) 1975 as the holder of an *On Licence/General Licence, in respect of the business operating from the premises situated at (address of licensed premises)

and known as (name of licensed premises)

for the period from / /19 to / /19

Licence number []

(Registrar) / /19

*Strike out whichever is inappropriate

FORM 6

Regulation 10

AUSTRALIAN CAPITAL TERRITORY

Liquor Regulations

*ORIGINAL RENEWAL OF
OFF LICENCE

M. (full name)

*proprietor/manager/authorized nominee for (name of principal)

is hereby licensed under the provisions of the Liquor Ordinance (No. 3) 1975 as the holder of an Off Licence in respect of the business operating from the premises situated at (address of licensed premises)

and known as (name of licensed premises)

for the period from / /19 to / /19

Licence number []

(Registrar) / /19

*Strike out whichever is inappropriate.

Liquor Regulations

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SCHEDULE—*continued*

FORM 7

Regulation 12

AUSTRALIAN CAPITAL TERRITORY

Liquor Regulations

***ORIGINAL/RENEWAL OF CLUB LICENCE**

M
(full name)

authorized nominee for
(name of principal)

is hereby licensed under the provisions of the *Liquor Ordinance (No. 3) 1975* as the holder of a Club Licence in respect of the premises situated at:

.....
(address of licensed premises)

for the period from / /19 to / /19

Licence number

..... / /19
(Registrar)

**Strike out whichever is inappropriate*

FORM 8

Regulation 13

AUSTRALIAN CAPITAL TERRITORY

Liquor Regulations

COMPLETE IN BLOCK LETTERS

APPLICATION FOR RENEWAL OF

GENERAL LICENCE

ON LICENCE

OFF LICENCE

(Tick space in square to indicate class of licence to which application relates)

Instructions—

This application must be lodged with the Registrar of Liquor Licences.

Licence number

Applicant's surname Given names

Residential address

Name (if any) and address of premises to which licence relates

Signature of applicant Date / /19

*Liquor Regulations*SCHEDULE—*continued*

FORM 9

Regulation 14

AUSTRALIAN CAPITAL TERRITORY
Liquor Regulations**COMPLETE IN BLOCK LETTERS**

APPLICATION FOR RENEWAL OF CLUB LICENCE

*Instructions—**This application must be lodged with the Registrar of Liquor Licences.*

Licence number	Membership at date of application
Name of club	
Address of club	
Surname of proposed nominee	Given names
Purpose of club	
Signature of applicant.....(Description)..... / /19	

FORM 10

Regulation 15

AUSTRALIAN CAPITAL TERRITORY
Liquor Regulations

CERTIFICATE OF LIQUOR PURCHASES

Licence Number	Licensee
Name and address of licensed premises	

I/We....., being the holder(s) of a licence in
(full name(s))
respect of premises the name and address of which are as above, hereby certify that—

- the gross quantity of liquor purchased by me/us in respect of the said licensed premises during the period which commenced on the / /19 and ended on the / /19 (both dates inclusive);
- the amount paid or payable for the liquor, including any duties payable on the liquor;
- the gross quantity of each of the various kinds of liquor so purchased, and the amount paid or payable for the liquor; and
- the names and addresses of the persons, firms or companies from whom the purchases were made,

are set out in the attached Schedule and that—

- the total amount of duties on liquor brought into the said premises during the period was \$.....; and
- no liquor except that declared has been purchased or obtained for the purpose of the above licence or for any other authorities for the sale or disposal of liquor held by the licensee.

Dated this 19 . day of

.....
(Signature(s) (of licensee(s)
or Secretary))

Instructions—

- This certificate is to be lodged with the appropriate application for the renewal of a licence.
- In the case of a partnership, all partners must sign this certificate.
- In the case of a company or club, the secretary of the company or club must sign this certificate.

Liquor Regulations

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SCHEDULE—continued
 FORM 10—continued
 SCHEDULE TO FORM 10

Supplier	1. Wine/cider/perry		2. Spirits		3. Beer	
	Litres	Amount paid or payable including duty	Litres	Amount paid or payable including duty	Litres	Amount paid or payable including duty
		\$		\$		\$

FORM 11

Regulation 16

AUSTRALIAN CAPITAL TERRITORY

Liquor Regulations

CERTIFICATE OF LIQUOR SOLD UNDER OFF LICENCE

Licensee and business name

Name and address of licensed premises

I/We....., being the holder(s) of a licence in
 (full name(s))
 respect of premises the name and address of which are as above, hereby certify that—

- (a) the amount payable during the relevant period for sales to holders of the licences under the *Liquor Ordinance (No. 3) 1975* was \$.....
- (b) the amount payable during the relevant period by the University was \$.....
- (c) the amount payable during the relevant period by the Canberra College of Advanced Education was \$.....
- (d) the amount payable during the relevant period by the Canberra Theatre Trust was \$.....
- (e) the amounts payable during the relevant period by exempt persons (section 96) aggregated \$.....

TOTAL _____

Dated this 19 . day of _____

 (Signature(s) (of licensee(s) or secretary))

Instructions—

1. This certificate is to be lodged with the application for the renewal of an Off Licence.
2. In the case of a partnership, all partners must sign this certificate.
3. In the case of a company or club, the secretary of the company or club must sign this certificate.

SCHEDULE—continued

FORM 13

Regulation 18

AUSTRALIAN CAPITAL TERRITORY
Liquor Regulations
PERMIT

M.....
(full name)

of.....
(address)

is hereby authorized as the holder of this permit issued under Part VI of the *Liquor Ordinance*
(No. 3) 1975 to sell liquor for consumption on behalf of (if applicable).....
(name of principal)

Date	Location of place or premises	Hours

Permit number / /19
(Registrar)

Conditions of the permit (if any)
.....
.....
.....
.....
.....
.....

Liquor Regulations

SCHEDULE—continued

FORM 14

Regulation 19

AUSTRALIAN CAPITAL TERRITORY
Liquor Regulations

MEMORANDUM OF TRANSFER OF
*GENERAL LICENCE
ON LICENCE
OFF LICENCE

I, , Registrar of Liquor Licences, hereby certify
 (full name)
 that the Liquor Licensing Board has given approval to the transfer of the *General/On/Off
 Licence previously held by:
 (name of transferor of licence)
 and certify that is licensed under the provisions
 (name of transferee of licence)
 of the *Liquor Ordinance (No. 3) 1975* as the holder of a *General/On/Off Licence in
 respect of the business operating from the premises situated at

 (address of licensed premises)
 previously known as
 (former name)
 and now known as

 (present name)
 For the period from / /19 to / / 19 .
 / /19
 (Registrar)

**Strike out whichever is inappropriate.*

FORM 15

Regulation 20

AUSTRALIAN CAPITAL TERRITORY
Liquor Regulations

MEMORANDUM OF TRANSFER OF CLUB LICENCE

I, , Registrar of Liquor Licences, hereby certify
 (full name)
 that the Liquor Licensing Board has given approval to the transfer of the Club Licence
 previously held by
 (name of transferor of licence)
 being the holder of the licence, and certify that
 (name of transferee of licence)
 is licensed under the provisions of the *Liquor Ordinance (No. 3) 1975* as the holder of a
 Club Licence in respect of premises situated at

 (address of licensed premises)
 For the period from / 19 to / 19 .
 / /19
 (Registrar)

SCHEDULE—*continued*

FORM 16

Regulation 21

AUSTRALIAN CAPITAL TERRITORY

Liquor Regulations

CERTIFICATE OF CHIEF OFFICER OF THE A.C.T. FIRE BRIGADE

I,
(full name)
 Chief Officer of the Australian Capital
 Territory Fire Brigade, hereby certify that, in my opinion, the plans for the alteration of
 the licensed premises situated at.....
(address of licensed premises)
 and known as.....
(name of licensed premises)
 and of which.....

.....
(full name of licensee)

is the licensee, cover all necessary aspects of fire protection and means of escape from the premises in the event of fire and the alteration should not, in ordinary circumstances, give rise to danger by fire to life.

/ /19 .

.....
(Signature of Chief Officer)