



# Request to Consume Alcohol on Shire Property

## Important Information

- 1) Applicants must be 18 years of age and over.
- 2) This application is a request for permission to consume alcohol at a Shire Facility ONLY. Under no circumstances does it give the hirer authorisation to sell alcohol directly or indirectly or charge an entry fee into a function.
- 3) The application must be completed and approved by the CEO or delegate for all hires where alcohol is consumed regardless of whether a Liquor License is required or not.
- 4) Approval to sell liquor must be obtained from the Department of Racing, Gaming and Liquor <https://www.dlgsc.wa.gov.au/racing-gaming-and-liquor>
- 5) If approved, the original permit will be returned to the applicant. This permit must be ready for inspection at the facility on the date(s) of the scheduled booking.
- 6) This application must be submitted at least five (5) working days prior to the event.

Organisation details			
Organisation			
Address			
Email			
Contact Person		Phone	
Person responsible for the permit to consume and/or sell alcohol			
Name		Phone	
Address			
Function details			
Location			
Date of Function		Start Time	Finish Time
Type of Function		# Attendees	
Alcohol			
Method of Distribution	<input type="checkbox"/> Supply	<input type="checkbox"/> Sale	<input type="checkbox"/> Bring your own
If providing alcohol, have you applied for a liquor license?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Liquor License Number			
Have you liaised with local Police regarding your event?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

**Conditions**

I/We agree and undertake that in the event of this application being approved by the Shire:

- 1) Only invited guests or bona fide members of the applicant's group, organisation or club will consume alcohol on the premises and no others.
- 2) Alcohol will not be consumed, supplied or made available to any person under the age of 18.
- 3) If it is the intention of the applicant to sell alcohol to any person, or exchange for value, either directly or indirectly, a permit must first be obtained from the Department of Racing, Gaming and Liquor and a copy of this permit is attached to this application.
- 4) Alcohol consumption is restricted to the premises hired only and is not to be consumed outside these premises. **Consumption on public open space or a reserve area is considered illegal.**

The hirer must comply with the provision of the *Liquor Licensing Act 1988*.

Date		Signature of applicant	
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**Office Use Only**

Name		Position	
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Approved    Not approved

Justification	

Date		Signature	
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