

Application for Section 39 Certificate

Local Health Authority
Liquor Control Act 1988

Applicant & Business Details			
Applicants full name:			
Business name:			
Business premises address:			
Postal address:	No.:	Street name:	
	Suburb:		Postcode:
Phone numbers: (H)		(W)	
Email:			

Property Owner Details			
Owners name:			
Postal address:	No.:	Street name:	
	Suburb:		Postcode:
Phone numbers: (H)		(W)	
Email:			

Proposal Details

Liquor Licence Details			
Category / Type of Licence:			
Have the following been obtained :	YES	NO	N/A
Development Approval (Planning)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Building Permit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 40 Certificate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Effluent Disposal System	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Public Buildings Registration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Food Registration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Water (potable)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Before signing please refer to checklist over page:

Declaration: (Making a false statement may be an offence)	I/We declare that all details in this form are true and correct.	
	Signature of applicant/s:	Date:

Invoice for Section 39 Certificate fee will be emailed - \$214

CHECKLIST FOR THE SUBMISSION OF A REQUEST TO ISSUE SECTION 39 CERTIFICATE

Liquor Licensing Act 1988

- Completed application form
- Application fee invoiced at time of application
- Submission of a copy of an existing Planning Approval (for Section 40/55 Certificate)
- Submission of a written request detailing the following:
 - i. The trading name of the premises;
 - ii. The proposed hours of operation of the premises;
 - iii. Whether liquor is to be available without the requirement for a substantial meal;
 - iv. Whether the premises will feature a “bar” style facility and encourage drinking on the premises in a manner similar to a hotel or tavern style premises;
 - v. What, if any, particular types of persons will the applicants seek to provide for at the premises;
 - vi. Whether liquor will only be sold for consumption on the licensed premises or will be also available for take-away customers in packaged form;
 - vii. Any other matter which may be likely to affect the amenity of the locality in which the premises is located.

Please note that a Section 39 Certificate cannot be issued until the premises has been inspected by City of Busselton Officer's. To arrange an inspection, please call the City of Busselton on 9781 0444.