
FORM 3

APPLICATION FOR A LICENCE IN TERMS OF SECTION 36

[Reg. 9(3)]

ORIGINAL MUST BE LODGED WITH AUTHORITY AND TWO COPIES WITH DESIGNATED LIQUOR OFFICER

Date stamp of designated liquor officer on receipt of application	Date stamp of Authority on receipt of application
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Description of documents to be attached	Annexure
Comprehensive floor plan of the proposed licensed premises	A
Site plan	B
Aerial view map	C
Description of the premises	D
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Written representations in support of the application	F
Affidavit by the applicant that he or she is not disqualified in terms of section 35 from holding a liquor licence	G
Proof of notice in terms of section 37(2)	H
Proof of right to occupy the proposed licensed premises	I
Proof of ownership of the proposed licensed premises or, if the applicant is not the owner, written consent from the owner of the proposed licensed premises that the applicant may use the proposed licensed premises for the purposes of the licence applied for	J
A certified copy of the identity card or document, or the passport and visa or permanent residence permit of the applicant if the applicant is a foreigner, or, in the	K

Description of documents to be attached	Annexure
case of an applicant other than a natural person, copies of the relevant registration documents indicating the identity and, where applicable, the financial interests of all members, directors, partners, beneficiaries or trustees	
Proof of payment of the applicable application fee	L
A zoning certificate or a copy of a planning application submitted to the municipality concerned in terms of applicable planning legislation	M
Other documents required in the Act or required by the Authority	N
A nomination for the appointment of a manager in accordance with regulation 22, if applicable	O

Name, signature and contact details of person who prepared this application:

Name : _____

Signature : _____

Postal address : _____

Postal code : _____

Physical address : _____

Postal code : _____

Telephone numbers:

Office : _____

Cell phone : _____

Home or other : _____

Fax number : _____

E-mail address : _____

1. DETAILS OF APPLICANT

1.1 Full name : _____

1.2 Identity number : _____

(If applicant is a natural person)

Registration number : _____

(If applicant is not a natural person)

1.3 Date of birth : _____ / _____ / _____

(If applicant is a natural person)

1.4 Residential address : _____

Postal code : _____

1.5 Postal address : _____

Postal code : _____

1.6 Address for service of all notices and documents: _____

Postal code: _____

1.7 Address for service of all notices and documents after application has been determined:

Postal code: _____

1.8 Contact details of applicant or, if the applicant is not a natural person, of contact person:

Telephone numbers:

Office : _____

Cell phone : _____

Home or other : _____

1.9 Fax number : _____

1.10 E-mail address : _____

2. QUALIFICATION OF APPLICANT

2.1	Is the applicant someone who—	Mark “yes” or “no”	
(a)	has, within the five (5) years prior to the lodgement of this application, been sentenced to imprisonment without the option of paying a fine?	Yes	No
(b)	has, within the five (5) years prior to the lodgement of this application, been declared unfit to hold a registration by the National Liquor Authority or a licence by any provincial liquor authority?	Yes	No
(c)	is an unrehabilitated insolvent?	Yes	No
(d)	is a minor?	Yes	No
(e)	was the holder of a licence that was cancelled in terms of the Act or an Act regulating liquor licences in any other province within a period of twelve (12) months prior to the lodgement of this application?	Yes	No
(f)	is a spouse or life partner of a person described in (a), (b) or (e) above?	Yes	No
(g)	anyone who is mentally ill as defined in the Mental Health Care Act, 2002 (Act 17 of 2002)?	Yes	No
2.2	In the case of an applicant who is not a natural person: Is any member, director, partner, beneficiary or trustee of the applicant a person described in paragraph 2.1(a), (b), (c), (d) or (e)?	Yes	No

2.3 If any of the questions in paragraph 2.1 or 2.2 has “yes” as the answer, provide full details:

(Use an annexure if necessary.)

3. FINANCIAL INTEREST

3.1 State the name, identity number and address of each person, including the applicant, who has any financial interest in the business and in each case state the nature and extent of such interest:

[If the applicant is a public company, statutory institution or co-operative as contemplated in the Co-operatives Act, 2005 (Act 14 of 1981), it is sufficient if only the name and postal address of such company, statutory institution or co-operative, as the case may be, the name of each director (if any) thereof and the nature and extent of the financial interest of

such company, statutory institution or co-operative are furnished and not also the interests of individual members of such company, statutory institution or co-operative.]

(Use an annexure if necessary.)

3.2	If the applicant is a company, close corporation, partnership or trust, state whether a person contemplated in paragraph 3.1 above—	Mark “yes” or “no”	
(a)	has a controlling interest in the company, close corporation or trust?	Yes	No
(b)	is a partner in the partnership?	Yes	No
(c)	is the main beneficiary under the trust?	Yes	No

3.3 If any of the questions in paragraph 3.2(a), (b) or (c) has “yes” as the answer, provide full details:

(Use an annexure if necessary.)

4. APPLICATION DETAILS

4.1 State the category of licence applied for: _____

4.2 State the kind(s) of liquor the applicant intends to sell or manufacture under the licence:

4.3 Under what name is the business to be conducted? _____

4.4 Address of the premises to be licensed, with reference to the number of the erf, street(s), apartment(s), shop(s) or farm, as the case may be, where the business will be conducted:

4.5 Does the applicant own the proposed licensed premises? **YES / NO**
If not, give details of the owner and the applicant's right of occupation:

Owner's name : _____
Owner's address : _____

Applicant's right of occupation: _____

Duration of right of occupation: _____

4.6	Is the application made in respect of premises that—	Mark "yes" or "no"	
		Yes	No
(a)	have not yet been erected?	Yes	No
(b)	are already erected but require additions or alterations to make them suitable for the purposes of the proposed business?	Yes	No
(c)	are already erected and, in the applicant's opinion, do not require additions or alterations in order to make them suitable for the purposes of the proposed business?	Yes	No

4.7 If any of the questions in paragraph 4.6(a) or (b) has "yes" as the answer, please state—

(a) the date when such erection, addition or alteration will commence:

_____ / _____ / 20____; and

(b) the period that will be required for the erection, additions or alterations:

4.8 Trading hours sought during which it is proposed liquor may be sold or consumed on the licensed premises:

4.9 Should the application be granted, indicate whether the licence will automatically be renewed on an **annual** or **biennial** basis. (*Mark which is applicable.*)

4.10 Jobs to be created:

(a) How many persons will be employed by the business?

(b) How many persons will be employed as managers?

(c) How many persons will be employed specifically for the sale of liquor?

5. DETAILS OF APPLICANT IF APPLICANT IS NOT A NATURAL PERSON

(To be filled in if applicant is a company, close corporation, trust or partnership.)

5.1 Registered name: _____

5.2 Registration number: _____

5.3 Date of registration: _____

(Attach proof of registration as an annexure.)

5.4 Details of members, directors, partners or trustees:

(Use an annexure if necessary.)

(First person)

Full name : _____

Physical address : _____

Postal code : _____

Postal address : _____

Postal code : _____

Identity number : _____

(Second person)

Full name : _____

Physical address : _____

Postal code : _____

Postal address : _____

Postal code : _____

Identity number : _____

6. OTHER LICENCES

6.1 Give full details of any existing liquor licence on the property where the proposed premises are located:

Licensee : _____

Type of licence : _____

Authority reference number: _____

(The location of such other licensed premises in relation to the proposed premises must be indicated on a site plan.)

6.2 Give full details of all liquor licences held by the applicant in the Western Cape Province, as well as full details of any registration held with the National Liquor Authority in terms of the Liquor Act, 2003 (Act 59 of 2003):

(Use an annexure if necessary.)

Date

**Signature of applicant or person
authorised by applicant**

Print name

A person who, regarding an application, objection or representations in terms of the Western Cape Liquor Act, 2008, lodges or provides information that he or she knows to be false or misleading, or that he or she does not know to be true, or lodges a forged document or one that purports to be, but is not, a true copy of the original, is guilty of an offence in terms of section 77(a) of the Act.

A person so convicted is liable on conviction to a fine not exceeding R50 000,00 or to imprisonment for a period not exceeding three months or to both such fine and such period of imprisonment.
