

A. Application requirements

This checklist details the documents required to accompany a Liquor Licence Interim Authority Application. Lodging a complete application can reduce the processing time. Incomplete applications that do not meet the below requirements are unable to be processed.

Tick to confirm you have lodged the required documentation for this application

- Liquor Licence Interim Authority Application (this document)
- [Statutory Declaration](#) [interim authority applicant]
- [Authority and Consent](#) [interim authority applicant]
- [Proof of identity documentation](#) [interim authority applicant]
- Credit Card Payment Authority for [application fee](#) [interim authority applicant]
- [Responsible Service of Alcohol \(RSA\)](#) Statement of Attainment [interim authority applicant]
- [Liquor Licence Transfer Application](#) (if applicable)

Next steps:

1. Current licensee to:
 - complete sections B, C, E and F of this *Interim Liquor Licence Authority Application*.
2. Applicant (interim authority) to:
 - complete and compile all *interim authority applicant* attachments (section A); and
 - complete sections D, E and F of this *Interim Liquor Licence Authority Application*.
3. Lodge the completed application (including all attachments) via email or post.

Email
licensing@treasury.tas.gov.au

Web
www.treasury.tas.gov.au/liquor-and-gaming

Post
The Commissioner for Licensing
Liquor and Gaming Branch
GPO Box 1374
HOBART TAS 7001

Telephone
Monday to Friday
8:45 am to 5:00 pm
(03) 6166 4040

B. Current licensee details

This section is to be completed by the current licensee.

Surname*	<input type="text"/>
Given name*	<input type="text"/>
Mobile (personal)*	<input type="text"/>
Email address (personal)*	<input type="text"/>
Reason for application*	<input type="text"/>
<i>specify details</i>	

C. Business, premises or club details

This section is to be completed by the current licensee.

Liquor licence number*	<input type="text"/>		
Business, premises or club name*	<input type="text"/>		
Business, premises or club address*	<input type="text"/>		
State*	<input type="text"/>	Postcode*	<input type="text"/>
Business or club phone*	<input type="text"/>		

D. Applicant details (interim authority)

This section is to be completed by the applicant. If this application relates to a liquor licence transfer leave this section blank (details are captured in the Liquor Licence Transfer Application).

Title	<input type="text"/>		
Surname*	<input type="text"/>		
Given name*	<input type="text"/>		
Middle name(s)	<input type="text"/>		
Preferred name (if different from above)	<input type="text"/>		
Have you been known by another name?*	<input type="checkbox"/> Yes <input type="checkbox"/> No		
If YES, provide former name and details (e.g. maiden name, married name, name change by deed poll)	<input type="text"/>		
Residential address*	<input type="text"/>		
State*	<input type="text"/>	Postcode*	<input type="text"/>
Postal address (if different from residential address)	<input type="text"/>		
State	<input type="text"/>	Postcode	<input type="text"/>

Previous residential address

State Postcode

Date of birth (dd/mm/yyyy)*

Place of birth*

Mobile*

Home phone

Email address*

Have you ever been found or pleaded guilty to an offence in Tasmania, or any other Australian State? Yes No
[If YES, insert offence details below. Examples of offences may include (but are not limited to) assault, stealing, fraud, obtaining a financial advantage (minor traffic offences are not required).]

Nature of offence

State Year

Nature of offence

State Year

Nature of offence

State Year

Have you ever been bankrupt or are currently an undischarged bankrupt? Yes No
If YES, provide details. Supporting documents may be attached.

Have you ever entered into a [debt agreement](#)? Yes No
If YES, provide details. Supporting documents may be attached.

Additional information Yes No
Other information relevant to suitability assessment. If YES, provide details. Supporting documents may be attached.

E. Proposed commencement date

This section is to be completed by the applicant.

Proposed date of commencement for Interim Authority (dd/mm/yyyy)

F. Signature

By submitting this application and providing my email address, I consent to information being given by means of electronic communication as defined by the *Electronic Transactions Act 2000 (Tasmania)*.

Current licensee signature

Date

Applicant (interim authority) signature

Date

Personal Information Protection Statement

Personal information is collected by the Tasmanian Liquor and Gaming Commission and the Commissioner for Licensing and used for the purpose of managing, assessing, advising upon and determining the relevant application. It may be used for other purposes as permitted by the [Gaming Control Act 1990](#), the [Liquor Licensing Act 1990](#) and relevant Regulations. Failure to provide the information required may result in an application not being able to be processed, or a service not being able to be provided.

Your personal information will be used for the primary purpose for which it is collected, and may be disclosed to contractors and agents of the Liquor and Gaming Branch, the Tasmanian Liquor and Gaming Commission, law enforcement agencies, debt collection and other finance agencies for the purposes of conducting a credit check, courts and other organisations authorised to collect it.

The [Personal Information Protection Act 2004](#) governs the collection, use and disclosure of personal information. The Department of Treasury and Finance is the custodian of personal information it collects. Further information about Treasury's Personal Information Protection Policy is available at www.treasury.tas.gov.au/pip.