



Tasmanian  
Government

# Application for an Out of Hours Permit

Liquor and Gaming Branch  
Department of Treasury and Finance

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## A. Application requirements

The following documents must be lodged for an Out of Hours Permit application to be complete. Incomplete applications are unable to be progressed.

- [Out of Hours permit application] (this document)
- [Credit Card Payment Authority - [application fee](#)]
- [Statutory Declaration](#)

## Instructions:

1. Complete all sections and questions in this form.
2. Lodge the completed application (including payment) with the Commissioner for Licensing via email or post.

Liquor and Gaming Branch  
Department of Treasury and Finance  
Email: [licensing@treasury.tas.gov.au](mailto:licensing@treasury.tas.gov.au)  
Website: [www.liquorlicensing.tas.gov.au](http://www.liquorlicensing.tas.gov.au)

### **Email**

[licensing@treasury.tas.gov.au](mailto:licensing@treasury.tas.gov.au)

### **Post**

The Commissioner for Licensing  
GPO Box 1374  
HOBART TAS 7001

### **Enquiries**

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

## B. Licensee details

Title	<input type="text"/>		
Surname*	<input type="text"/>		
Given name*	<input type="text"/>		
Residential address*	<input type="text"/>		
State*	<input type="text"/>	Postcode*	<input type="text"/>
Mobile*	<input type="text"/>		
Business phone	<input type="text"/>		
Email address*	<input type="text"/>		

## C. Licensed premises details

Licensed premises name*	<input type="text"/>
Licence number*	<input type="text"/>
Expiry date of current permit*	<input type="text"/>

## D. Trading hours sought (after midnight)

*(Tick all days you wish to trade after midnight along with the proposed end to the trading time)*

Monday <input type="checkbox"/>	End time Tuesday morning	<input type="text"/>
Tuesday <input type="checkbox"/>	End time Wednesday morning	<input type="text"/>
Wednesday <input type="checkbox"/>	End time Thursday morning	<input type="text"/>
Thursday <input type="checkbox"/>	End time Friday morning	<input type="text"/>
Friday <input type="checkbox"/>	End time Saturday morning	<input type="text"/>
Saturday <input type="checkbox"/>	End time Sunday morning	<input type="text"/>
Sunday <input type="checkbox"/>	End time Monday morning	<input type="text"/>

## E. Duration of permit)

*(Select the period of time the permit is to be in effect)*

Less than 7 days <input type="checkbox"/>	Required Start date	<input type="text"/>
Up to 12 months <input type="checkbox"/>	Preferred start date	<input type="text"/>
Up to 2 years <input type="checkbox"/>	Preferred start date	<input type="text"/>
Up to 3 years <input type="checkbox"/>	Preferred start date	<input type="text"/>

## F. Effective control measures\*

How will you exercise effective control over the service and consumption of liquor on the premises during the hours of the permit?

**G. Best interests of the community\***

How is this application in the best interests of the community?

Benefits may include employment, tourism, cultural or recreational benefits that may arise from the proposed activities, such as the responsible development of the hospitality industry.

*To inform this response, consider the best interest of the community [information](#).*

**H. Impact on the community\***

What steps have you taken to minimise the impact of this permit on the community?

The Commissioner must not grant an out-of-hours permit unless the licensee satisfies the Commissioner that the sale of liquor on those premises in accordance with the permit sought would not cause undue annoyance or disturbance to:

- people living or working in the neighbourhood of the premises;
- customers or clients of any business in the neighbourhood of the premises; and
- people conducting or attending religious services or attending a school in the neighbourhood of the premises; or
- cause the occurrence of disorderly conduct in the premises or in the neighbourhood of the premises.

## I. 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)*.

Applicant 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](http://www.treasury.tas.gov.au/pip).