

## A. Application requirements

*Lodging a complete application will reduce the processing time. An incomplete application will result in delays in the application being determined.*

**Note** - This process cannot be used to change the permitted times on a liquor permit.

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

- Variation of Conditions Application (this document)
- Credit Card payment - [click here](#) - [payment form](#) - and here - [application fee](#)
- Supporting documents (as required)

## Next steps:

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

### Email

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

### Web

[www.treasury.tas.gov.au/liquor-and-gaming](http://www.treasury.tas.gov.au/liquor-and-gaming)

### Post

Liquor and Gaming Branch  
GPO Box 1374  
HOBART TAS 7001

### Enquiries

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

**B. Licensee/permit holder details**

Surname

Given name/s

Date of birth (dd/mm/yyyy)

Mobile phone number

Email address

**C. Premises Details**

Liquor licence/permit number

Premises name

Premises address

Suburb/Town/City

**D. What do your conditions currently allow you to do?**

**E. Describe the changes you want to make and why**

**F. How would this variation be in the best interests of the community?**

## G. Council planning approval to change the activities of the premises

Have you obtained planning approval from Council to change the approved activities of the premises?

Yes - planning approval attached     No - please provide further details below

## H. Owner/Landlord permission to change the activities of the premises

Have you obtained approval from the owner/landlord to change the activities at the premises?

Yes - approval attached     No - please provide further details below

## I. Photographs/Plan

If you are intending to include an additional area to the licensed premises, please attach sufficient photographs AND a plan of the proposed area.

Yes - photos/plans attached     No - not applicable

## J. Signature

By submitting this request 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)*.

Licensee/permit holder 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).