



Application for Approval to **Consume Liquor** on Council Controlled Land or Road

This application must be made to the Blackall-Tambo Regional Council at least fourteen (14) days prior to the Event/Function.

If your event or function is exempt from requiring a Community Liquor Permit and it is to be held in a public place controlled by Council (E.g. Park, Showgrounds, Racecourse etc.) you will need to complete this application for approval. Examples - private functions, weddings, birthday parties, BYO events. Approval from Council is NOT an endorsement of the Community Liquor Permit application from the Office of Liquor and Gaming Regulation.

Applicant Information

Organisation Name:
(If applicable) _____

Full Name: _____

Postal Address: _____

Date of Birth: _____

Phone: _____

Email: _____

Venue Details

Name of Venue: _____

Venue Address: _____

Event / Function details

Name of Event/Function: _____

Event/Function Organisers name: _____

Phone contact: _____

Start date of function: _____

Start time: _____

Finish date of function: _____

Finish time: _____

What is the main attraction or purpose of the event? _____

What types of entertainment are being provided? (If any) _____

Estimate of the total patron attendance: _____

Is the event open to the public? Yes No

Public Liability

Have you investigated public liability and duty of care issues? Yes No

Have you obtained appropriate insurance? Yes No

A copy of the Public Liability Insurance Policy must be submitted with this application. Council will not accept one that has been submitted previously (on file), each application must have a copy.

Alcohol Management

How is the liquor being supplied at your event? (Please Tick)

Host supplied BYO Selling

If selling liquor please refer to Office of Liquor and Gaming Regulation for requirements. <https://secure.olgr.qld.gov.au/forms/clp>

Some events are exempt from requiring a Community Liquor Permit. If exempt, please provide a copy of the exemption with this application.

Responsible Service of alcohol (RSA) ?

Yes No N/A please state reason: _____

Times that alcohol will be consumed at your event/function:

Start time: _____ **Finish time:** _____

If the consumption time is before 10am or after 12am please ensure the below is completed/approved by the appropriate persons:

Queensland Police

Print name: _____

Signature: _____

Date: _____

Chief Executive Office of BTRC

Print name: _____

Signature: _____

Date: _____

Liquor Consumption area/s

Liquor may only be consumed in the defined consumption areas. **Please attach a map showing the site plan with consumption area/s.**

How will the consumption area/s be defined? (Please tick)

Within the boundary of a room or building Temporary fencing at least 1m high

Permanent fencing Other (please specify).....

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Community Liquor Permits

If non-profit organisations or clubs are applying for a Community Liquor Permit from the *Office of Liquor and Gaming*, **Council endorsement will be required**. This can be done by asking for endorsement via email at admin@btrc.qld.gov.au Council is no longer providing endorsement verbally. Examples - sporting events or festivals

Application Declaration

- The information in this application and any attachments are true and correct.
- The applicant has the right to occupy the venue listed in this application during the event.
- I am aged 18 years or over.
- I am authorised to sign this application on behalf of the non-propriety club, organisation or association.
- I am aware of the requirements of noise nuisance laws under the Environment Protection Act 1994: and in particular, that amplified music must be turned off at midnight.
- I have read the "Non-profit fundraising events: alcohol, safety and event management Helpful Planning Guide" – (a copy of the guide can be accessed at our Council Offices or on our website).
- I acknowledge that Queensland Police will be provided with a copy of my application and permit for their records.
- If applicable, a copy of your Public Liability Insurance Policy, to a minimum value of \$20,000,000 is required by Council, must accompany applications.

Privacy

- Council will use any personal information provided by you for the intended purpose only and for remaining in contact with you. Council is authorised to collect this information with the Local Government Act 2009 and other Local Government Acts. Your personal information is only accessed by persons authorised to do so. Council may provide information about you to any relevant Queensland State Department. Your personal information is dealt with in accordance with Council's privacy policy.

Your Name: _____

Signature: _____

Date: _____

OFFICE USE ONLY

Approved:	<input type="checkbox"/> Yes <input type="checkbox"/> No	Notes:
Emailed to Manager Environment, Health, and Compliance	Date:	
Copy of application and permit sent to local police station.	Date:	