

Notification

# Declaration of associates

Liquor Control Reform Act 1998

**OFFICE USE ONLY**

02/15

Date rec'd / /

File no. \_\_\_\_\_

CD/15/67514

Licencees/permittees must notify the Commission within 14 days if their associates have changed. This is an ongoing obligation for all current licencees/permittees.

### Licence/permit details

Licence or permit number	ACN (if applicable)
<input type="text"/>	<input type="text"/>

Name of current licensee/permittee

### Contact details

Business hours contact details for you/your representative

Contact name

Daytime telephone number	Fax number
<input type="text"/>	<input type="text"/>

Postal address  
  
  
 Postcode

Email

### Premises details

Name and address of licensed premises

Trading name (ie registered business name)

Street address  
  
 Postcode

Postal address (for service of notices if different from street address)  
  
 Postcode

Premises email

### Associates

Before completing this notification, ensure that you read and understand the explanation of what is meant by 'associate' on the last page of this form.

Licencees and permittees are required by law to keep the Commission updated on their current associates. Failure to do so is a criminal offence. For bodies corporate, this includes associates of directors. Please fill in the associates declaration below.

- The applicant has no associates
- The following are no longer the applicant's associates

Name	Date of birth
<input type="text"/>	<input type="text"/>

Address  
  
 Postcode

Name	Date of birth
<input type="text"/>	<input type="text"/>

Address  
  
 Postcode

- the following are new associates of the applicant

Name	Date of birth
<input type="text"/>	<input type="text"/>

Address  
  
 Postcode

Name	Date of birth
<input type="text"/>	<input type="text"/>

Address  
  
 Postcode

If you are removing or declaring more than two associates, please provide attachment with relevant details.

**Privacy** – the Victorian Commission for Gambling and Liquor Regulation is committed to responsible and fair handling of personal information consistent with the *Privacy and Data Protection Act 2014* and its obligations under the *Liquor Control Reform Act 1998*. All information provided in this application is available for public viewing, except for the questionnaire form (if applicable) which is forwarded to and retained by Victoria Police.

## Signature/declaration

I declare/certify that:

- the information contained in this form is true and correct
- if a body corporate applicant, I am authorised to sign this application on behalf of the body corporate

X _____	Date / /
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Name

X _____	Date / /
---------	-------------

Name

X _____	Date / /
---------	-------------

Name

X _____	Date / /
---------	-------------

Name

It is an offence under section 118 of the *Liquor Control Reform Act 1998* (the Act) to make a statement that is false or misleading in relation to this application. An offence under section 118 of the Act carries a maximum penalty of 60 penalty units.

## How to lodge this application and accompanying documents

### By post to:

Victorian Commission for Gambling and Liquor Regulation  
GPO Box 1988, Melbourne VIC 3001

### In person to:

Victorian Commission for Gambling and Liquor Regulation  
49 Elizabeth Street, Richmond

### By email:

contact@vcglr.vic.gov.au

## What happens next

You will be sent a letter that confirms we have received your notification and outlines any further information required.

## Liquor Control Reform Act 1998 - Who is an associate?

An associate of an applicant is:

- a person who:
  - holds or will hold any **relevant financial interest**, or is or will be entitled to exercise any **relevant power** (either in his or her own right or on behalf of another person) in any business of the applicant involving the sale of liquor, and
  - by virtue of that interest or power, is able or will be able to exercise a significant influence over or with respect to the management or operation of that business, or
- a person who is or will be a director (either in his or her own right or on behalf of another person) of any business of the applicant involving the sale of liquor, or
- if the applicant is a natural person, a **relative** of the applicant unless the relative:
  - is not, and has never been, involved in any business of the applicant involving the sale of liquor, or
  - will not be involved in the business the applicant proposes to conduct as licensee.

Where:

**'relative'** in relation to the applicant means:

- the spouse or domestic partner of the applicant, or
- a parent, son, daughter, brother or sister of the applicant, or
- a parent, son, daughter, brother or sister of the spouse or domestic partner of the applicant.

**'relevant financial interest'** in relation to the business involving the sale of liquor means:

- any share in the capital of the business, or
- any entitlement to receive any income derived from the business, or
- any entitlement to receive any payment as a result of money advanced.

**'relevant power'** means any power, whether exercisable by voting or otherwise and whether exercisable alone or in association with others:

- to participate in any directorial, managerial or executive decision, or
- to elect or appoint any person as a director.