



## QUESTIONNAIRE FOR APPLICANTS FOR MANAGERS CERTIFICATES

### Sale and Supply of Alcohol Act 2012

**Note: This questionnaire forms part of our assessment in determining your suitability to hold a managers certificate. A copy of the completed questionnaire is also sent to the Police.**

*To be completed and returned with application form*

Name of Applicant \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Date of Birth \_\_\_\_\_ Mobile Phone \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Where do you currently use or intend to use your manager's certificate?

Business Name \_\_\_\_\_

Name of Manager \_\_\_\_\_

Name of Owner \_\_\_\_\_

Business Address \_\_\_\_\_

\_\_\_\_\_

Contact Phone Number \_\_\_\_\_

Do you have access to a copy of the Sale and Supply of Alcohol Act 2012?

Yes

No

### QUESTION 1

What type(s) of licence do the premises you intend to manage operate?

\_\_\_\_\_

\_\_\_\_\_

**QUESTION 2**

What is the "Object" of the Sale and Supply of Alcohol Act 2012?

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**QUESTION 3**

What does section 214 of the Act require?

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**QUESTION 4**

What are the three and a half (3 ½) days of the year that liquor cannot be sold to casual drinkers or for off sales?

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**QUESTION 5**

What must always be available free of charge to on licence and club licence customers during licenced hours?

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**QUESTION 6**

Name 2 types of prohibited persons?

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### QUESTION 7

What pieces of signage should be displayed for your premise in which you are a manager?

Where should each sign be displayed? (On Licence 6, Club Licence 5)

1. \_\_\_\_\_

Displayed \_\_\_\_\_

2. \_\_\_\_\_

Displayed \_\_\_\_\_

3. \_\_\_\_\_

Displayed \_\_\_\_\_

4. \_\_\_\_\_

Displayed \_\_\_\_\_

5. \_\_\_\_\_

Displayed \_\_\_\_\_

6. \_\_\_\_\_

Displayed \_\_\_\_\_

### QUESTION 8

What 4 pieces of signage should be displayed on an off licence premises selling liquor?

Where should each sign be displayed?

1. \_\_\_\_\_

Displayed \_\_\_\_\_

2. \_\_\_\_\_

Displayed \_\_\_\_\_

3. \_\_\_\_\_

Displayed \_\_\_\_\_

4. \_\_\_\_\_

Displayed \_\_\_\_\_

**QUESTION 9**

List 6 points that should be included in a host responsibility policy for a premise?

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_

**QUESTION 10**

A 17 year old goes to a restaurant with his/her parents. Can that person order alcohol?

Explain your answer.

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**QUESTION 11**

Explain what are the signs of intoxication?

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**QUESTION 12**

What steps would you take once you become aware that someone was intoxicated?

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**QUESTION 13**

What are the acceptable "Evidence of Age" documents for the purpose of the Act?

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**QUESTION 14**

When is it acceptable for a manager not to be present on licensed premises?

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**QUESTION 15**

Define the term "authorised customer" in relation to the premises for which a club licence is held?

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**QUESTION 16**

Name 4 types of sufficient food that must be available at all times alcohol is being supplied or sold?

1. \_\_\_\_\_
2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

**QUESTION 17**

If your premises are found to be in breach of the requirements of the Sale and Supply of Alcohol Act 2012, what penalties, other than fines can be imposed?

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**QUESTION 18**

Name the 2 designations that can be imposed on licensed premises and what does each mean?

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**QUESTION 19**

Name 3 standard conditions of the liquor licence for the premises that you intend to use your Manager's Certificate

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QUESTION 20

List 3 of the 6 actions required a Manager in the event of a fire? (per Evacuation and Safety Procedure, New Zealand Fire Service)

1. \_\_\_\_\_

\_\_\_\_\_

2. \_\_\_\_\_

\_\_\_\_\_

3. \_\_\_\_\_

\_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

**REMEMBER:**

**THIS QUESTIONNAIRE FORMS PART OF OUR ASSESSMENT IN DETERMINING YOUR SUITABILITY TO HOLD A MANAGERS CERTIFICATE. A COPY OF THE COMPLETED QUESTIONNAIRE IS ALSO SENT TO THE POLICE**