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Kōanga Spring 2023

Alcohol licensing tips and reminders

Spring is the perfect time to start ramping up for the 'crazy busy' that is the last four months of every year. Spring has its own brand of busy thanks to longer daylight hours, the upswing of tourist numbers, and this year - the Rugby World Cup! To become a 'coiled spring' ready to meet all these demands, check out our tips on preparing yourself and your business for the new season.



Signage sorted?

Is your signage up to scratch? Every licensee is required to display a copy of their licence, trading hours, managers on duty, host responsibility and food availability. Signage is available to help you meet your legal obligations. Contact DLG@fndc.govt.nz or email us at ask.us@fndc.govt.nz.



Planning a Christmas or New Year event?

Make sure to lodge your event application nice and early so we can process and issue it in plenty of time.

- * Small/medium events → apply by 20 November.
- * Large events → apply by 20 October.
- * Waitangi Day 2024 → apply by 1 December.



Remote sales

Any off-licence holder can sell and deliver alcohol remotely (e.g. via the internet, phone, or mail). Off-licence remote sellers must comply with all off-licence requirements, including not leading people to believe there is a 25% or more discount on the usual price.



Is host responsibility clear to your staff?

If an inspector visited right now and asked staff about your Host Responsibility Policy (HRP), would they be able to answer? Refresh your knowledge to keep your staff at the top of their game. Don't forget, staff training records will also be checked and need to be kept up to date.



No obligation to serve

Did you know you are under no obligation to serve all customers? Check out **Section 24, Sale and Supply of Alcohol Act 2012**. A licence holder isn't obliged to deliver, sell or supply alcohol at any time or to any person, or let any person consume alcohol at any time on their premises.



Go the All Blacks!

It's Rugby World Cup time! Want to score an extension to your hours? All eligible on-licence and club licence holders can extend their trading hours to televise early morning games. If you plan to do this, you need to let us and the police know. Find more info on our [website](#).



Manager on duty

At all times

At all times alcohol is sold to the public from a licensed premises, a manager must be on duty.

The manager's name needs to be prominently displayed inside the premises always while on duty.

It is important to note, if there is a changeover of Duty Managers, signage needs to be updated.

Failure to appoint a manager, or not having a manager on duty always is a breach of the [Sale and Supply of Alcohol Act](#).

Licence conditions

Are you complying?

As the licensee and/or Duty Manager, it is your job to ensure that you comply with your licence and its conditions at all times.

You should know and understand the conditions of your licence well so when an inspector comes calling, you can slay any questions asked.

Low Alcohol Options
0% alcohol is not low alcohol

A fine of \$5000
to the licensee or manager
could apply if you don't
follow these rules.

See [Section 258](#) and [Section 259](#).

Most on-licence premises have a condition
to have low alcohol options for sale.

Low alcohol is defined as
alcohol that is more than 1.15% but
not more than 2.5% alcohol by volume.

Alcohol-free beers are not “low-alcohol”.
Don't forget to have low alcohol options
to meet the conditions of your licence.



Alcohol promotions

[Know the Sale and Supply of Alcohol Act](#)

Irresponsible alcohol promotions or activities can result in
fines and licence suspensions.

They can also increase alcohol-related harm, damaging the reputation
and prospects of a business.

Under the Act it is an offence to:

Encourage excessive consumption of alcohol. This applies anywhere, not just
on premises that are licensed.

Promote or advertise free alcohol. This does not apply to promotions inside licensed
premises if they cannot be seen or heard from outside the premises and providing
excessive consumption is not encouraged.

Offer goods, services or prizes on condition that alcohol is purchased. This does not apply
to offers made only on licensed premises relating to the buying of alcohol or loyalty
programmes where rewards or discounts are not primarily applied to the purchase of
alcohol.

Promote alcohol in a way that is aimed at or appeals to minors.

Promote or advertise discounts on alcohol of 25% or more where
it can be seen or heard from outside the licensed premises.

But it is OK to:

Promote or have a discount on licensed premises of 25% or more
if it can't be seen or heard outside the premises

Promote or have a discount that can be seen from outside the premises
if it is less than 25%.



District Licensing Committee (DLC) Practice Notes

On 1 May 2023 the Far North DLC published nine practice notes. These explain the DLC's approach to the Sale & Supply of Alcohol Act 2012. Find them via this [link](#).



Got a question? Ask your inspectors.

Send your questions to DLG@fndc.govt.nz

Include the following information:

Subject: (e.g.) Q&A Newsletter

Location: (e.g.) Kaitiāia

Question: (e.g.) Where should my ON Licence be situated?



Any suggestions for our next newsletter?

Email us at ask.us@fndc.govt.nz or visit our website at: www.fndc.govt.nz/Our-Services/Licences_and_permits



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