

## Notification for a BYO Event

Please note that if alcohol is supplied or sold  
you must apply for a Special Licence

<b>Details of Applicant</b>	
Full Legal Name	
Address	
Contact Phone Number	
Email Address	
Is this the first time you have notified Council for a social occasion? (Yes/No) If NO, what and when was that event?	
<b>Event Details</b>	
Nature of event (briefly describe)	
Location of event	
Day and hours of event	
Number of people attending event	
Age distribution of people attending event	
Main purpose of event	
Kind of alcohol and types of container in which alcohol is consumed at event	
<b>Conditions</b>	
Person(s) to manage the consumption of alcohol at event	
Provisions of	
Food (describe what is available at the event)	
<b>As a good host you must ensure water is freely available</b>	
<b>Applicant Name</b>	
<b>Applicant Signature</b>	
<b>Date</b>	

Please note that this form must be submitted to Far North District Council, Environmental Health Services department via email to [DLG@fndc.govt.nz](mailto:DLG@fndc.govt.nz) , at least 10 working days prior to proposed function. A copy of this form will be emailed to the Police.