

PO Box 655  
Ballarat Vic 3353  
AUSTRALIA

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## LIQUOR LICENCE REQUEST FORM

**A fee of \$55.00 must be paid when lodging this form.**

Liquor enquiries provide the opportunity to seek comments from the City of Ballarat on the type of liquor licence sought for your premises, including whether or not a planning permit is required for the proposed licence type. This form is also to be used when fulfilling the requirements by the Victorian Commission for Gambling and Liquor Regulation

APPLICANT DETAILS	
Applicant(s) Name: _____	
Address: _____ Post Code: _____	
Telephone: _____ (BH) _____ (AH)	
Mobile: _____ Fax: _____	
Email: _____	
Response by:            Email            Post            Fax            (please circle)	
The following information is required to ensure the validity and accuracy of the advice being sought from the City of Ballarat.	
Use of the Land: _____ <i>(eg restaurant / bottle shop / hotel)</i>	
Address of the Land: _____	
Type of liquor licence being applied for: _____ <i>(eg on premises / restaurant / café wine and beer producers)</i>	
Details of any existing planning permits / licenses for the land: _____	
Proposed Hours of operation: _____	
Proposed Patron Numbers (if known): _____	
Please attach the following information and specify which of the following have been submitted:	
<input type="checkbox"/>	Site plan detailing the existing floor area of the building and the area to be licensed (outlined in red).
<input type="checkbox"/>	Copy of title, including any restrictions or agreements registered on title.

**Please provide details of any additional information you require in respect to seeking advice on liquor license applications.**

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**Please Note:**

All hard copies of documentation submitted with this form will be retained for Council's file. Requests are processed and a response issued within ten working days of receipt.

<b>Office Use Only</b>	Date: _____
Receipt Number: .....	Total Fees Payable: .....