



# Notice of Management Change

## Section 231, Sale and Supply of Alcohol Act 2012

Please forward a copy of this completed form within two working days of appointment or termination to:

**The Secretary**

Ashburton District Licensing Committee,  
info@adc.govt.nz

**Ashburton Police**

AHRO.Ashburton@police.govt.nz

Licensed Premises Details	
Name of licensed premises:	
Licensee:	Licence Number:
Address of Licensed Premises:	
Contact Phone:	Contact Fax:
What are you notifying?	
<input type="checkbox"/> <b>New Certificate Holding Manager</b>	
Full Name:	Effective from (date):
Certificate Number:	Certificate Expiry Date:
<input type="checkbox"/> <b>Temporary Manager (see s.229, Sale and Supply of Alcohol Act 2012)</b>	
Full Name:	Effective from (date):
Date of Birth:	
Certificate Number:	
Residential Address:	
Who are they replacing?	
Reason:	
<b>Note that a temporary manager must apply for a manager's certificate within two working days of their appointment</b>	
<input type="checkbox"/> <b>Acting manager (see s.230, Sale and Supply of Alcohol Act 2012)</b>	
Full Name:	Effective from (date):
Date of Birth:	
Certificate Number:	
Residential Address:	
Who are they replacing?	
Reason:	

**Termination/Cancellation of Manager Appointment**

Full Name:

Effective from (date):

Certificate Number:

Expiry Date:

**Signature and Date**

Signature of licensee: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_ Position (director, partner, etc): \_\_\_\_\_