

# Alcohol Licensing Fees

## for on, off and club licences

The Sale and Supply of Alcohol Act 2012 has introduced national risk based fees for all alcohol licences. The new fee system, set by the Ministry of Justice, more fairly reflects the cost of alcohol licensing.

The licence fee category is determined using the below criteria. You can use the tables below to estimate the fee you need to pay when lodging your application

Licence type	Type of Premises	Weighting
On-licence	Class 1 restaurant, night club, tavern, adult premises	15
	Class 2 restaurant, hotel, function centre	10
	Class 3 restaurant, other	5
	BYO restaurant, theatres, cinemas, winery cellar doors	2
Off-licence	Supermarket, grocery store, bottle store	15
	Hotel, tavern	10
	Class 1, 2 or 3 club, remote sale premises, other	5
	Winery cellar doors	2
Club licence	Class 1 club	10
	Class 2 club	5
	Class 3 club	2

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Licence type	Latest trading hour allowed by licence	Weighting
On-licence or club licence	2:00am or earlier	0
	Between 2:01am and 3:00am	3
	Any time after 3:00am	5
Off-licence (excl. remote sales premises)	10:00pm or earlier	0
	Any time after 10:00pm	3
Remote sales premises	Not applicable	0

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Licence type	Number of enforcement holdings in last 18 months	Weighting
All licence types	None	0
	1	10
	2 or more	20

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Your weighting:

## Definitions

**Class 1 restaurants** – restaurants with a significant separate bar area which, in the opinion of Hamilton City Council, operate that bar at least one night a week in the nature of a tavern, such as serving alcohol without meals to tables situated in the bar area.

**Class 2 restaurants** – restaurants that have a separate bar (which may include a small bar area) but which, in the opinion of Hamilton City Council, do not operate that area in the nature of tavern at any time.

**Class 3 restaurants** – restaurants that only serve alcohol to the table and do not have a separate bar area.

**Class 1 clubs** – clubs which, in the opinion of Hamilton City Council, are large clubs (with 1,000 or more members of purchase age) and which, in the opinion of Hamilton City Council, operate in the nature of a tavern (for example a large working men's club, combined clubs, or large 'cossie' clubs).

**Class 2 clubs** – clubs which do not fit class 1 or class 3 definitions (for example larger sports clubs, medium sized RSAs, many provincial social clubs).

**Class 3 clubs** - clubs which, in the opinion of Hamilton City Council, are small clubs (with fewer than 250 members of purchase age) and which operate a bar for 40 hours or less per week (for example small sports clubs like bowling clubs, golf clubs, bridge clubs, and small RSAs).

**Enforcement** – has the same meaning as a “Holding” under section 288 of the Act, or a previous offence for which a holding may have been issued if the offence had occurred before 18 December 2013.

## Application Fee

The licensing system has five fee categories, which reflect the range of cost/risk ratings. A premises' fee category determines the application fee that the licensee has to pay.

Total weighting	Fee category
0-2	Very Low
3-5	Low
6-15	Medium
16-25	High
26+	Very High

In addition to the application fee, applicants are required to pay an \$85.00 administration fee to cover public notification of the application. Applicants were previously required to place the public notice in the newspaper at their own cost. In many cases, this is up to 75 per cent less than you would otherwise pay through the newspaper.

All fees below are GST inclusive.

Fee category	Total application fee
Very Low	\$453.00
Low	\$694.50
Medium	\$901.50
High	\$1108.50
Very High	\$1292.50

## Annual Fee

The new Act also introduces an annual fee for all licences. The annual fee is due before the licence is issued (for new licences) and then every year on the licence anniversary date. The amount of the annual fee you pay will be determined on the fee category and risk rating at the day the annual fee is due. You will receive a reminder that your annual fee is due in the mail prior to the due date. All fees below are GST inclusive.

Fee Category	Annual Fee
Very Low	\$161.00
Low	\$391.00
Medium	\$632.50
High	\$1,035.00
Very High	\$1,437.50

Please note that it is Hamilton City Council that determines the final application and annual fees so you may be charged further fees before your licence is granted.

All fees are set by the Ministry of Justice. For more information, see [www.justice.govt.nz](http://www.justice.govt.nz). If you need assistance calculating your fees, please contact us on the details below.

**Contact us:**

**Phone:** (07) 838 6633

**E-mail:** [licensing@hcc.govt.nz](mailto:licensing@hcc.govt.nz)

**Website:** [www.hamilton.govt.nz/alcohol](http://www.hamilton.govt.nz/alcohol)

**Location:** Service Centre - Ground Floor, Garden Place, Hamilton