

Hamilton City Council

Application for Extension Outdoor Dining Permit - Alcohol

Company Name and/or Name	
Name of Business	
Premise Address	
Postal Address (if different)	
Contact Person	Phone
Mobile	Email

- **Do you have an existing Outdoor Dining Permit?** Y/N: Number of Existing Permit: _____
- **You intend to serve alcohol in your extension to outdoor dining area?** (Tick one) Yes No - If yes **A separate liquor license which covers the extension is required before any service in the extended area.**

1. Location of proposed extension to outdoor dining permit?

2. Size of area of extension sought (approx. sqm) Provide Sketch

3. Is this a public space? Yes No

4. Proposed number of tables to be added to extended area?

5. Proposed set up of tables and chairs – Provide Sketch

6. Current approved indoor table capacity

7. Proposed hours of operation (if different to existing permit)

8. Evidence of public liability insurance that includes the extended space to a minimum value of \$2,000,000.00

Name of Insurer	
Policy No	
Expiry Date	
Amount of Public Liability Cover	

CHECKLIST:

- Copy of proposed outdoor dining plan (sketch)
- Copy of insurance certificate specifying details of public liability insurance
- Copy of current liquor license for outdoor dining area that covers extension

Please be advised that as part of the processing of your application a warranted officer of the Hamilton City Council may need to conduct a site visit to measure the designated area for outdoor dining.

The personal information that you provide on this form will be held and protected by Hamilton City Council in accordance with our Privacy Statement (available at <https://www.hamilton.govt.nz/privacy> and at our Libraries, Pools and the Municipal Building, Garden Place) and with the Privacy Act 1983. The Privacy Statement explains how we can use and share your personal information in relation to the interaction you have with the Council, and how you can access and correct that information. You should familiarise yourself with this statement before submitting this form.

Customer Signature		Date	
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OFFICE USE ONLY

Date			
Permit Valid From		To	
Staff Signature		Date	

Applications can be delivered to Customer Services, Ground Floor, Municipal Building, Garden Place
posted to City Safe Operations, Hamilton City Council, Private Bag 3010, Hamilton; or emailed to permits@hcc.govt.nz