

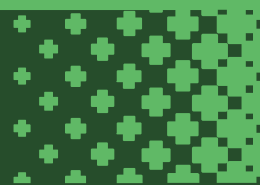


Liquid Courage
Consultants.



REQUIREMENTS FOR LIQUOR LICENSE APPLICATION

THE SOBER CHOICE.





1. GETTING STARTED – DOCUMENTS YOU NEED

- ☐ Certified ID copy OR Certified Passport and relevant Work Permit
- ☐ SARS Tax Clearance
- ☐ SAPS Police Clearance Certificate
- ☐ Proof of Lawful Occupation e.g., Title deed, lease agreement or letter of ownership from Local Authority
- ☐ Detailed Sketch/Floor plan of the premises
- ☐ Local Authority Approval from the municipality/Consent use or Zoning certificate
- ☐ Food Menu (for on-consumption applications)



2. DOCUMENTS WE WILL COMPILE FOR YOU

- ☐ Comprehensive motivation/representations for application
- ☐ Written description of the premises
- ☐ Liquor Trader's Association Certificate
- ☐ Newspaper Advertisements
- ☐ Government Gazette Advertisement
- ☐ 500m Radius Affidavit
- ☐ Smoking Zone Affidavit
- ☐ HD Color Photos
- ☐ Power of Attorney / Cancellation of power of attorney
- ☐ Notice of intention to apply

3. IF APPLYING UNDER BUSINESS/COMPANY NAME



- ☐ Certificate of Incorporation or CK Form
- ☐ CIPC Company Documents
- ☐ Company Resolution
- ☐ SARS Company Tax Clearance
- ☐ Details of all persons with a financial interest
- ☐ Application for appointment of manager

4. ADDITIONAL/SPECIAL REQUIREMENTS



- ☐ **Applicable to other license types such as Club, hotel, nightclub, restaurants and tavern licenses**
- ☐ Rooms, storage and kitchen for hotel liquor license applications
- ☐ Kitchen and storage for restaurant liquor license applications
- ☐ Club constitution and list of members where applicable
- ☐ Food and entertainment if a tavern. dancing, entertainment and light meals if nightclub. Snacks or light meals if a pub

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5. MINDING YOUR BUSINESS – DO's and DONT's



- ☐ Application timelines will depend on speed of GLB and DTIC offices
- ☐ Do not trade without a valid liquor license
- ☐ Ensure you leave an appointed manager at your premises in the owner's absence
- ☐ Ensure adherence with liquor trading times
- ☐ Do not display liquor at your premises without a license
- ☐ Renew, display, and produce your license on request by an Inspector or appointed person
- ☐ Do not employ or sell to person under the age of 18.
- ☐ Do not sell to pregnant females, minors or intoxicated persons
- ☐ Do not sell or supply counterfeit/illegal liquor
- ☐ Do not trade with a license that belongs to someone else/ does not belong to you
- ☐ Do not neglect to renew your license for more than 2 months after date of renewal as license will lapse
- ☐ Do not trade with the licence/permit of a deceased person



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