

**ANNEXURE A  
APPLICATION FORM**  
KwaZulu-Natal Liquor Licensing Act, 2010  
(Act No. 6 of 2010)

**KZNLA 1**

<b>DATE STAMP</b>
<b>KZN</b>
<b>LIQUOR</b>
<b>AUTHORITY</b>

Amount: R .....

Receipt No.: .....

Date: .....

**INSTRUCTIONS**

1. Read these instructions and every question carefully before answering and follow any specific instruction which may be given in respect of certain questions.
2. Answer every question in full. If you fail to answer any question or give incomplete answers or fail to submit all the additional information and documentation required, your application may be rejected.
3. If a question does not apply to you, write "N/A" (for "Not Applicable") in the space provided. If there is nothing to disclose about a particular question, write "None" in the space provided. If an alteration is made to an answer, sign in full next to the alteration.
4. All answers on the forms, except signatures, must be typed or neatly printed in capital letters in black ink. On completion, each page of this form must be signed in full in the space provided at the bottom of each page.
5. Application forms must be completed by the applicant or a person designated by the applicant.
6. All original completed application forms and all the additional required information and documentation, which must be certified copies plus one copy of all pages, including all supporting documentation, must be submitted.
7. If you need additional space to answer any question, please use additional pages but be sure to indicate the number(s) of the question(s) you are answering on these additional pages and clearly cross reference the additional information with the relevant questions.
8. All dates must be in the following format: Day/Month/Year.
9. All applications must be accompanied by the requisite copy of the payment receipt of the application fee.
10. All applications must be submitted to the following address:

<b>Office of the Chief Executive Officer</b> <b>22 Dorothy Nyembe Street</b> <b>1st Floor, The Marine Building</b> <b>Durban</b> <b>4000</b> <b>Telephone: (031) 302 0600/38</b> <b>Fax: 086 627 4734</b> <b>website: <a href="http://www.kznlqa.co.za">www.kznlqa.co.za</a></b>
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**APPLICATION FOR LICENCE IN TERMS OF SECTION 41(1)**

(PART A) On-consumption in terms of section 39(a)	
Off-consumption in terms of section 39(b)	
(PART B) Special events permit in terms of section 39(c)	
(PART C) Micro-manufacturing in terms of section 39(d)	

*(Indicate the category of licence application that you intend to apply for by marking the relevant square with an X)*

**INDEX  
Description of document**

**Annexures:**

- (i) Application KZNLA 1 Annexure A
- (ii) Comprehensive written representations or motivation in terms of section 41(2) A
- (iii) Plan of the premises with dimensions in terms of section (41)(2)(e) B
- (iv) Description and photographs of the premises C
- (v) Documents required to be attached to application in section (41)(2)(a – l), in terms of regulation 3

**Application prepared by:**

- 1. **Applicant**
- 2. **Person acting on behalf of the applicant**   
*(attach Power of Attorney)*
- 3. **If number 2 is applicable, please provide the following details:**
  - (a) Name and surname of person: .....
  - .....
  - (b) Postal address: .....
  - .....
  - (c) Contact details: .....
  - (d) Cell no.: .....
  - (e) Landline no.: .....

(f) Fax no.: .....

(g) Email address: .....

<u>PARTICULARS OF APPLICANT</u>			
1.(a) Full names and surname of applicant:			
(b) Age of applicant:			
(c) Identity number/Company registration number of applicant:			
(d) Residential address of applicant:			
(e) Business address of applicant:			
(f) Postal Address of applicant:			
(g) District Municipality:			
(h) Local Municipality:			
(i) Business contact details:			
Cell:	Tel.:	Fax:	Email:
2.(a) Is applicant a person who –			
(i) has, in the Republic or elsewhere, in the preceding 10 years been sentenced for any offence to imprisonment without the option of a fine;			<input type="checkbox"/> Yes <input type="checkbox"/> No
(ii) has, in the preceding 10 years, been convicted of an offence in terms of the Liquor Act, 1989 (Act No. 27 of 1989), or the KwaZulu-Natal Liquor Licensing Act, 2010 (Act No. 6 of 2010), irrespective of the sentence imposed and was, within three years after the conviction, again convicted of an offence in terms of any of the abovementioned two Acts and was then sentenced therefore to a fine of not less than <b>R200</b> or to imprisonment without the option of a fine;			<input type="checkbox"/> Yes <input type="checkbox"/> No

(iii) is a South African citizen;

 Yes

 No

(iv) if not, state the country of origin and submit a valid work or business permit

from Home Affairs: .....

(v) is an unrehabilitated insolvent;

 Yes

 No

(vi) is a minor;

 Yes

 No

(vii) is the spouse of a person contemplated in subparagraphs (i), (ii) or (iv); or

 Yes

 No

(viii) has been committed in terms of the Mental Health Act, 1973 (Act No. 18 of 1973), or the Mental Health Care Act 2002, (Act No. 17 of 2002)?

 Yes

 No

3.(a) If the applicant is a legally registered company, close corporation, partnership, co-operative, association or trust, state whether a person contemplated in subparagraph (a) –

(i) has a controlling interest in such a company, close corporation, co-operative, association or trust;

 Yes

 No

(ii) is a partner in such a partnership; or

 Yes

 No

(iii) is the main beneficiary under such trust?

 Yes

 No

(b) If any of the questions in subparagraph (a) have been replied to in the affirmative, provide the legal documents establishing the specific legal entity referred to in (a) above; together with the resolution signed by all members of such entity authorising this application.

*(Use an annexure if necessary)*

4.(a) State the name, identity number and address of each person, including the applicant, who will have any financial interest in the business, and in each case the nature and extent of such interest. If the applicant is a public company, statutory institution or a co-operative, as contemplated in The Co-operatives Act, 1981 (Act No. 91 of 1981), it shall be sufficient if only the name and postal address of such company, statutory institution or co-operative, as the case may be, the name of each director (if any) thereof and the nature and extent of the financial interest of such company, statutory institution or co-operative are furnished and not also the interests of individual members of such company, statutory institution or co-operative.

*(Use an annexure if necessary)*

(b) State the financial interest of the applicant in the liquor trade in the Republic of South Africa and, if the applicant is a private company, close corporation, partnership or trust, also of every shareholder, member or partner thereof or beneficiary thereunder. (If the applicant or the said shareholder, member, partner or beneficiary has no such interest, this fact shall be specifically mentioned.) *(Use an annexure if necessary)*

**PARTICULARS OF APPLICATION**

1. Location of premises: physical address or identifiable landmarks:

(a) Residential:

(b) Commercially zoned area:

(c) Urban:

(d) Rural:

2. State the proximity of the proposed premises in terms of metres to:

(a) Learning institutions:

(b) Religious institutions:

(c) Other licensed premises:

3. What is the status of the applicant in terms of BEE rating? (Relevant certificates are to be attached).....  
.....

4. Details pertaining to the total number of jobs to be created in terms of the proposed premises to be provided: .....

5. Provide a description of the social responsibility programs in respect of alcohol consumption to be undertaken by the proposed licence applicant.  
.....  
.....

6. Proof of a valid and current tax clearance certificate to be attached at the time of submission of this application.

7. Is the application in the public interest? (If yes, provide motivation as contemplated in section 48(6) of the Liquor Act.)

 Yes

 No

8. Is the structure of the premises complete?  
(If yes, submit a valid business licence.)

 Yes

 No

9. Do you have lawful occupation of the premises?  
(If yes, proof is to be submitted.)

 Yes

 No

10. Are you the owner of the proposed premises from which liquor is intended to be sold?  
(If not, consent is required from the owner of the premises or relevant authority to conduct trade in liquor and proof is to be submitted.)

 Yes

 No

11. Do you have a security plan for the proposed premises?  
(If yes, attach proof.)

 Yes

 No

12. Have you paid for your application?  
(If yes, attach proof.)

 Yes

 No

13. Do you have a detailed sketch plan for the proposed premises, including storage of liquor? (If yes, attach proof.)

 Yes

 No

14. Do you have additional storage?  
(If yes, attach a sketch plan with dimensions.)

 Yes

 No

**If the premises will be managed by a person other than the applicant, then the application form must be accompanied by an application in terms of section 77(1)(d) and Form KZNLA 8 of Annexure H2.**

### PART A: CONSUMPTION

ON-CONSUMPTION

OFF-CONSUMPTION

**4. DETAILS OF THE PROPOSED PREMISES**

(1) The name in which the business is to be conducted: .....

.....

(2) State the type of premises applied for in terms of section 39(a).

.....

(3) State the physical address of the premises where the business will be conducted or the description of the location of the premises in terms of identifiable landmarks as required in terms of section 41(2)(a).

.....

.....

(4) Describe the situation of the premises where the business is to be conducted by reference to the erf-, street- or farm number.

.....

.....

(5) In which district or metropolitan area is the premises referred to in subparagraph (4) situated?

.....

(6) State on which portion of the premises the sale of liquor is to take place.

.....

(7) Is application made in respect of premises which –

(a) have not yet been erected;

 YES No

(b) are already erected, but require additions or alterations to make them suitable for the purposes of the proposed business;

 YES No

(c) are already erected and, in the applicant's opinion, do not require additions or alterations in order to make them suitable for such purposes; or

 Yes No

(d) a business licence from the relevant local authority is attached where proposed premises will be physically located?  
*(proof to be submitted)*

 Yes No

(8) If paragraph 7(a) or (b) applies, state –

(a) the date on which such erections, additions or alterations will be commenced

with: .....

and

(b) the period which will be required for the erection, additions or alterations:

.....

(9)(a) Is application made for any determination, consent, approval or authority which may be granted by the KwaZulu-Natal Liquor Authority (e.g. other business or tasting facilities)?

 Yes No

(b) If so, give full particulars with reference to the section in terms of which application is made.

.....

.....

*(Provide comprehensive motivation – Use an annexure)*

(10) In the case of an on-consumption licence in respect of premises of a club, attach a copy of the rules/constitution of the club, certified by the president, chairman or secretary.

---

I declare/truly affirm that the information furnished in this application and in the documents



attached to it, is true and correct.

.....	.....
Date	Signature (of applicant or person authorised to sign application)

I certify that this declaration has been signed and sworn to/affirmed before me at ..... on this ..... day of ....., 20.....

by the applicant/person authorised to sign the application and who has acknowledged that –

- (a) he/she knows and understands the contents of this declaration;
- (b) he/she has no objection to taking the prescribed oath/affirmation;
- (c) he/she considers the prescribed oath/affirmation to be binding on his/her conscience,

and that he/she uttered the following words –

“I swear that the contents of this declaration are true, so help me God.”/“I truly affirm that the contents of this declaration are true.”.

.....  
*Commissioner of Oaths*

.....  
*Affirmation*

Full names and surname: .....

Business address: .....

.....

Designation: .....

Area for which appointment is held: .....

Office held if appointment is *ex officio*: .....

**PART B: SPECIAL EVENTS**

**DETAILS OF SPECIAL EVENTS PERMIT APPLICATION**

(1) State type of liquor applicant intends selling under approved permit: .....

.....

(2) Please indicate the place of storage and provide a plan: .....

.....

(3) What is the name of the special event? .....

(4)(a) Describe the physical address of the premises where the business is to be conducted by reference to the erf-, street- or farm number and a description of the premises in terms of identifiable landmarks:

.....

.....

.....

(b) In which district or metropolitan area is the premises referred to in subparagraph (a) situated?.....

(5) Will the applicant have the right to occupy the premises, including such place on other premises upon which any approval is to be exercised, for the purposes of the licence applied for?

Yes

No

(6) Duration of the special event: .....

(7) Start date and end date of the special event: .....

.....

(8) Start time and closing time of the event for each day: .....

.....

(9) Name of the person who will be responsible for the sale of liquor at the special event:

.....

(10) Identity number of person referred to in (9) above (*attach certified copy of the I.D.*):

.....

(11) Contact details of the person managing the event: .....

.....

**PART C: MICRO-MANUFACTURING**

(1) State type of liquor applicant intends manufacturing: .....

(2) State intended amount of liquor to be manufactured per year: .....

(3) If application is made for a micro-manufacturer's licence –

(a) is applicant a person who –

(i) engages in viticulture; or

Yes	No
-----	----

(ii) manufactures any other fermented beverage?

Yes	No
-----	----

(4)(a) Is application made in respect of premises which –

(i) have not yet been erected;

Yes	No
-----	----

(ii) are already erected, but require additions or alterations to make them suitable for the purposes of the proposed business; or

Yes	No
-----	----

(iii) are already erected and, in the applicant's opinion, do not require additions or alterations in order to make them suitable for such purpose?

Yes	No
-----	----

(5) If paragraph 4(a)(i) or (ii) applies, state –

(a) the date on which such erections, additions or alterations will be commenced with:

.....; and

(b) the period which will be required for the erection, additions or alterations:

**ANNEXURE B**  
**KWAZULU-NATAL LIQUOR LICENSING FEES**  
 KwaZulu-Natal Liquor Licensing Act, 2010  
 (Act No. 6 of 2010)

<b><u>PART A – PRIMARY APPLICATIONS</u></b>				
<b>Categories in terms of section 39 of KZN Liquor Licensing Act, 2010</b>	<b>Type of Application</b>	<b>Application Fee</b>	<b>Licence Issue Fees</b>	<b>Licence Renewal Fees</b>
<b>On-Consumption</b>	Accommodation	R2 250,00	R3 600,00	R3 600,00 per annum
	Restaurant	R2 250,00	R3 600,00	R3 600,00 per annum
	Club	R2 250,00	R1 800,00	R1 800,00 per annum

<b>On-Consumption</b>	Night Club	R2 250,00	R7 200,00	R7 200,00 per annum
	Gaming premises	R2 250,00	R7 200,00	R7 200,00 per annum
	Sports ground	R2 250,00	R7 200,00	R7 200,00 per annum
	Pub	R2 250,00	R7 200,00	R7 200,00 per annum
	Tavern	R1 650,00	R1 100,00	R1 100,00 per annum
	Theatre	R2 250,00	R3 600,00	R3 600,00 per annum
<b>Off-Consumption</b>	Liquor Store	R2 250,00	R7 200,00	R7 200,00 per annum
	Grocer's wine	R2 250,00	R3 600,00	R3 600,00 per annum
<b>Micro-Manufacture</b>	Micro-Manufacture	R2 250,00	R14 550,00	R14 550,00 per annum
<b>Special Events</b>	Special Events Permit	R1 500,00	R1 500,00 per day	-

**PART B – SECONDARY APPLICATIONS**

<b>Type of Secondary application</b>	<b>Application Fee</b>	<b>Licence Issue Fee</b>	<b>Renewal Licence Fee</b>
Transfer of a licence	R1 500,00	As per type of application as indicated in Part A	
Removal of a licence	R1 500,00		
Transfer of financial interests	R750,00	R1 500,00	–
Appointment of manager	R750,00	R1 500,00	–
Structural alterations	R750,00	R1 500,00	–
Offsite storage	R750,00	R1 500,00	–
Tasting	R750,00	R1 500,00	–
Any copies for all documents	R450,00	–	–
Appeals	R750,00	–	–