



Date.

Record No.   
 Booking No.

(08) 9651 0000  
 PO Box 211, Moora 6510 WA  
 34 Padbury Street, Moora 6510 WA  
 shire@moora.wa.gov.au

## SHIRE OF MOORA – APPLICATION TO CONSUME ALCOHOL ON COUNCIL OWNED PROPERTY

Consuming alcohol on Shire Property requires a Permit and possibly also a Liquor License, depending on the function or event. If alcohol is to be served at an event, an authorised “Application for Permit to Serve Alcohol on Shire Property” is required if alcohol is to be either consumed, served or sold on Shire property. If alcohol is to be sold at your event or function, then approval from the Shire and an Occasional License from the Department of Local Government, Sport and Cultural Industries will be required – please allow at least fourteen (14) days before your event to obtain this.

**About selling alcohol at your event:** If you intend to sell alcohol, it is your responsibility to obtain the appropriate license for your event and retain a copy of the Approved License together with this application (once approved). Contact the Moora Clerk of Courts or go online to [Department of Local Government Sport and Cultural Industries](#) – Racing, Gaming and Liquor for more information.

**Important:** Once authorised by the CEO of the Shire of Moora– This document serves as your Permit to Service Alcohol on Shire Property, please retain and take to your event.

**PLEASE PROVIDE VENUE HIRE CONFIRMATION I.E. BOOKING NUMBER  
 A COPY OF THE APPROVED APPLICATION WILL BE EMAILED TO THE HIRER.**

### APPLICANT DETAILS

<b>Name of Applicant:</b>	First Name:	Last Name:
<b>Contact Details:</b>	Phone Number:	
	Email Address:	
<b>Request is on behalf of:</b>	Name of Applicant Group/Business:	
<b>This Request is for Permission to:</b>		
<input type="checkbox"/> Serve and Consume Alcohol	<input type="checkbox"/> Sell and Consume Alcohol	<input type="checkbox"/> Consume (BYO) – Patrons supplying own liquor only.

**NB: IF YOU INTEND TO SELL ALCOHOL, IT IS YOUR RESPONSIBILITY TO OBTAIN THE APPROPRIATE LICENSE (SEE INSTRUCTIONS ABOVE).**

I agree that should this request be approved; the following conditions apply:

- The approved applicant will be in attendance at the event.
- If indoors, all care will be taken to ensure the drink is not spilt on the floor.
- If indoors, no liquor will be consumed outside the building.
- It is the responsibility of the approved applicant to have ample nonalcoholic beverages available for attendees.

**THE SERVING OF LIQUOR TO MINORS IS AN OFFENCE AND IS PROHIBITED**

Non observance of any of the Shire of Moora conditions, at any time during the course of the hire, will result in the withdrawal of this permit, which may be cancelled forthwith, without notice at any time by an authorised representative of the Shire of Moora or a Police Officer.

**FUNCTION DETAILS**

<b>Name and Details of Event:</b>				
<b>Select the Shire-owned Venue:</b>				
<u>MPAC</u>	<u>REC CENTRE</u>	<u>MEN'S SHED</u>	<u>WATHEROO</u>	<u>MILING</u>
<input type="checkbox"/> Main Hall <input type="checkbox"/> Foyer & Bar <input type="checkbox"/> Garden	<input type="checkbox"/> Main Hall / Basketball Courts <input type="checkbox"/> Bar, Carpet + Kitchen Area <input type="checkbox"/> Ballet Room	<input type="checkbox"/> Main Room	<input type="checkbox"/> Pavilion	<input type="checkbox"/> Pavilion <input type="checkbox"/> Hall
<b>Date Required:</b>	Start:		Finish:	
<b>Time Required:</b>	Start:		Finish:	
<b>Brief Description of Event:</b>	(E.g. Private Party, Club Function or Community Event)			

<b>Applicant Name:</b>	<b>Applicant Signature:</b>	<b>Date:</b>

**AUTHORISED: AN APPLICATION FOR PERMISSION TO SERVE ALCOHOL ON SHIRE OWNED PREMISES, MUST BE APPROVED BY THE CHIEF EXECUTIVE OFFICER OF THE SHIRE OF MOORA.**

<b>Chief Executive Officer to Complete</b>			
<b>Approved:</b>	<input type="checkbox"/>	<b>Signature:</b>	
<b>Not Approved:</b>	<input type="checkbox"/>	<b>Date:</b>	
<b>Front Office to Complete</b>			
<b>Date received by Officer:</b>		<b>Date Applicant Advised:</b>	