

Form 10

Application for one-off extended trading hours

Gaming Machine Act 1991 s. 85A • Liquor Act 1992 s. 103G • V4 June 2021



Queensland
Government

This application can be submitted online at www.business.qld.gov.au/liquor-gaming

Office use only

Rec no.

Amount \$.....

Date

Instructions

Please complete in BLOCK letters. Attach extra pages if needed. If you need help completing this form contact the Office of Liquor and Gaming Regulation (OLGR) on 13 QGOV (13 74 68) or visit our website www.business.qld.gov.au/liquor-gaming

Warning

False or misleading statements will attract a financial penalty or imprisonment and may lead to immediate cancellation of licence.

Fees

To find out the current application fee go to www.business.qld.gov.au/liquor-gaming

Part A—Requirements

The Liquor Regulation 2002 s. 5 states this application must be lodged **21 days before the first event** date stated in this application. Applications not lodged 21 days in advance will not be processed.

To apply for an one-off extended hours permit to trade between midnight and 5:00am the Commissioner must be satisfied it is for a special occasion.

Please note that the Commissioner must also be satisfied that the one-off extended hours permit is for:

1. Persons, independent of the licensee, owner or occupier of the licensed premises wishing to celebrate the special occasion on the licensed premises.
2. The time that the special occasion is happening and a reasonable time before and after the special occasion.

Definition of special occasion and special public event:

special occasion means—

- (a) the occasion of a special public event; or
- (b) a wedding, birthday or other private occasion being celebrated at a function that is not open to the public.

special public event—

- (a) means a unique or infrequent event of local, State or national significance; and
Examples— a local music festival happening over a weekend a televised international sporting match involving an Australian team
- (b) includes an event prescribed by regulation, or of a class of events prescribed by regulation, to be a special public event; and
- (c) does not include an event prescribed by regulation, or of a class of events prescribed by regulation, not to be a special public event.

Part B—Application details

Section 1

Licensee details as shown on licence

Liquor licence no.

Licensee name

Section 2 Premises details	Premises name Premises address Locality/suburbState Postcode Premises postal address Locality/suburbState Postcode Phone Mobile (daytime) Fax Email
Section 3 Application type/s	Do you wish to apply for temporary liquor or temporary gaming extended trading hours, or both? ☐ Temporary liquor extended trading hours ☐ Temporary gaming extended trading hours—a separate fee is applicable and approval cannot be given to trade prior to 10 am. Gaming licence no.
Section 4 Extension for trading prior to 10am	Is the requested extension of trading hours for the period before 10 am? ☐ No – Go to section 5. ☐ Yes – licensed premises are only eligible to have approval for four dates per calendar year before 10am. This application will not be processed if approval for four dates has already been issued. Go to section 6.
Section 5 Extension for trading beyond 12midnight Please answer (a), (b), (c) & (d) in all circumstances. Answer (e) only if your answer to (d) is no	(a) Is the requested extension of trading hours for the period beyond 12 midnight? ☐ No ☐ Yes– licensed premises are only eligible to have approval for six dates per calendar year beyond 12midnight. This application will not be processed if approval for six dates has already been issued. Go to (b). Note: Applications for trading beyond 12midnight must be in relation to a special occasion. Please refer to page 1 for details. (b) Is this application for a special occasion? ☐ No – the application will not be processed. ☐ Yes – go to (c). (c) Are persons, independent of the licensee, owner or occupier of the licensed premises wishing to celebrate the special occasion on the licensed premises? ☐ No – the application will not be processed. ☐ Yes – Please provide written evidence that persons independent of the licensee, owner or occupier wish to celebrate the special occasion. However, documentary evidence will not be required for applications made in respect of certain high profile public events of national or state significance if it is self-evident persons independent of the licensee would wish to celebrate such events. Go to (d). (d) Is this the first application in the calendar month applied for? ☐ No – go to (e). ☐ Yes – Please go to section 6 (e) If this is not the first application in the calendar month applied for, are all dates for the same special occasion? ☐ No – the application will not be processed as more than one date in a calendar month cannot be considered unless it is for the same special occasion. ☐ Yes – Please go to section 6

Section 6 Time period requested Fee applicable per date requested	When do you need the extension for? Include your current trading hours. Select the date your trading hours start even if your extension is on the following morning. For example, select Friday when your extension is from 2 am–5 am on Saturday morning. <table border="1" data-bbox="351 197 1519 560"> <thead> <tr> <th>Day</th> <th>Date</th> <th>Time</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table> Notes: • An application for a one-off extended hours permit can only be considered for the time that the special occasion is happening and a reasonable time, before or after the special occasion. • Premises in the Brisbane City Council area requesting to trade beyond 1 am must also submit Form 45 Certification of compliance with division 6, with this application • ANZAC Day trading—refer to <i>ANZAC Day trading hours</i> • Good Friday—refer to <i>Easter trading hours</i> • Christmas and New Year—refer to <i>Christmas and New Year trading hours</i>.			Day	Date	Time															
Day	Date	Time																			
Section 7 Function/event details	What is the name and type of function or event (e.g. 21st birthday party, national sports grand final) 																				
Section 8 Entertainment details	Will the function/event involve entertainment? ☐ No ☐ Yes—please give details of the type/s of entertainment..... Note: a separate Form 17 Application for temporary variation of licence will need to be lodged if you require any conditions to be temporarily amended (e.g. increase amplified noise levels)																				
Section 9 Estimated attendance	Estimated attendance at the function or event? 																				
Section 10 Security	How many licensed security providers will be employed at the function or event? 																				

Section 11 Licence area applicable	Does this application apply to part of the licensed premises or the whole of the licensed premises? ☐ Whole ☐ Part—provide further details (e.g. function room, main bar)
Section 12 Adult entertainment permit details	Is the premises subject to an Adult Entertainment Permit? ☐ No ☐ Yes—if you also want to extend trading hours in the adult entertainment area, please contact OLGR to discuss your application.
Section 13 Contact person for application	First name Surname Phone (daytime) Fax Mobile Email
Section 14 Licensee declaration and signature	I am authorised to make this application and declare that the information in this application is true and correct. Note: it is an offence to supply incorrect or misleading information. Name..... Signature..... Date / /
Section 15 Police endorsement You must take a copy of this completed application to the local police station prior to lodgement with OLGR. (Not required for online lodgement)	I, of station, received this application on / / ☐ I object — please send a written report outlining your reasons ☐ I do not object to this application for a one-off extended trading hours Name Position Signature..... Date / /

Section 16

**Lodgement and
payment**

You can lodge your application (including supporting documentation) by email (preferred) or in person.

By email

OLGRlicensing@justice.qld.gov.au

Please note that if you lodge your application by email, OLGR will send you an email with a BPOINT link for secure online payment. In some cases, OLGR may need to contact you by telephone to obtain payment over the phone.

OLGR will not accept credit card details by fax or email, including PDF attachments.

If an email is received with credit card details, it will be deleted immediately, and your payment will not be processed.

In person

A list of our offices and counter hours is available at **justice.qld.gov.au/contact-olgr**

EFTPOS is available when you lodge your application in person.

Your application will not progress until payment of the correct fee is received. Current fees are listed at **www.business.qld.gov.au/liquor-gaming**. There is no GST payable on any fee.