

# Questionnaire

*Liquor Control Reform Act 1998***OFFICE USE ONLY**

v19-10

Date rec'd / /

File no. \_\_\_\_\_

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The following information is required from each applicant for a liquor licence or permit. If the application is from a company, partnership or club, a questionnaire is required from each director, partner or executive committee member. If a nominee is to be appointed, then they are also required to provide the following information.

**Important information you must read and note before completing this form**

The information supplied on this form to the Victorian Commission for Gambling and Liquor Regulation (the Commission) will be disclosed to Victoria Police as part of your application under the *Liquor Control Reform Act 1998* (the Act).

Victoria Police will use the information you supply to make an informed decision on whether to object to your application on the grounds that you or anyone named on this form are not suitable to be involved directly or indirectly in the sale of liquor.

**Please Note:**

- Complete all sections of this form in **BLOCK CAPITALS ONLY**.
- If you require any help in completing this form, assistance can be obtained from a legal practitioner or liquor consultant.
- Failure to provide requested information (no matter how minor) may be detrimental to the outcome of your application.
- Having a criminal record in itself may not prevent you or a body corporate you are involved with from being successful with your application.
- It is a criminal offence under Section 118 of the Act to provide false or misleading statements.
- This form is to be completed and dated no more than three months prior to your application being submitted.

**Personal information**

Surname:

First name:

Middle name(s):

Date of Birth (dd/mm/yyyy):

Gender: Man Woman

Self-described:

**Residential address****Contact details**

Daytime telephone number Mobile telephone number

Business telephone number Fax number

Email address

Drivers licence number

(If you do not hold a drivers licence, please provide details of another form of photo identification)

State of issue

**Business address****Business details**

Name of business

Details of any other person who will, or is likely to directly or indirectly have a management role or exercise control over the business.

Surname:

First name:

Middle name(s):

Date of Birth (dd/mm/yyyy):

Gender: Man Woman

Self-described:

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## Business details *continued*

Surname:

First name:

Date of Birth (dd/mm/yyyy):

Gender: Man      Woman

If you require further space, please photocopy this section and attach it to the questionnaire.

## Criminal and other proceedings history

Have you ever been convicted of any offence in Australia or overseas? *(not including traffic offences)*

NO                      YES *provide details in the history detail section*

Have you been found guilty of any offence in Australia or overseas? (includes findings without conviction and good behaviour bonds) *(not including traffic offences)*

NO                      YES *provide details in the history detail section*

Have you ever been the subject of a diversion order?

NO                      YES *provide details in the history detail section*

Do you have any charges pending against you? *(not including traffic offences)*

NO                      YES *provide details in the history detail section*

Have you ever been charged with drink driving or driving whilst disqualified?

NO                      YES *provide details in the history detail section*

Has the Commission (or prior to 6 February 2012, the Director of Liquor Licensing or VCAT) previously made a finding that you were unsuitable under the Act?

NO                      YES *provide details in the history detail section*

Have police previously objected to your suitability in an application under the Act?

NO                      YES *provide details in the history detail section*

Have you, or have you been a director or a nominee of a body corporate and been found guilty of an offence under the Act?

NO                      YES *provide details in the history detail section*

Have you, as an individual received an infringement notice, or been a director or nominee of a body corporate that has received an infringement notice under the Act?

NO                      YES *provide details in the history detail section*

Have you been a director, nominee of a licensee, or a person who was concerned in or who took part in the management of licensed premises, that was the subject of a disciplinary action under the *Victorian Commission for Gambling and Liquor Regulation Act 2011* or a disciplinary hearing (VCAT) under the *Liquor Control Reform Act 1998*?

NO                      YES *provide details in the history detail section*

Has a licensed venue where you have been a director, nominee or licensee incurred liquor licence demerit points?

NO                      YES *provide details in the history detail section*

## History details

If you have answered yes to any of the questions under the criminal and other proceedings history section, please provide full details below:

Date (dd/mm/yyyy):

Court:

Offence:

Result:

Date (dd/mm/yyyy):

Court:

Offence:

Result:

If you require further space, please photocopy this section and attach it to the questionnaire.

## Personal bankruptcy

Are you currently insolvent or under administration?

NO                      YES *provide full details*

Have you ever been declared bankrupt? *provide full details*

NO                      YES *provide full details*

**Please ensure this form is completed in full, as incomplete, or partially completed forms may require you to submit a further questionnaire and will delay your application.**

## Signature of applicant

I acknowledge that this declaration is true and correct and is made in the belief that a person making a false declaration is liable to prosecution for making a misleading statement.

Signature of applicant:

Date (dd/mm/yyyy):

Name of applicant: