

## Application

# Permanent approval to permit underage persons on licensed club premises

Liquor Control Reform Act 1998

Use this form to apply for a permanent approval to permit persons under the age of 18 years to be on the licensed premises other than in the company of a responsible adult.

A responsible adult means a person over the age of 18 years who is the younger person's parent, step-parent, guardian or grandparent, spouse, or a person who is acting in the place of a parent and who could reasonably be expected to exercise responsible supervision of the younger person.

I, the licensee or permittee apply for an approval to permit persons under the age of 18 years to be on the licensed premises to which this application refers.

Name of Licencee:

## Licence/permit details

Licence or permit number:

Name of current licence or permit holder  
(person/partnership/company/club):

ACN (if applicable):

## Contact details

*Business hours contact details for you/your representative*  
Contact name:

Street address:

Email address:

Daytime telephone number:

Postal address (if different from street address):

## Premises details

Trading name (i.e. registered business name):

Street address:

Postal address (if different from street address):

Premises email address:

## Purpose of approval

This approval is to allow the attendance of persons under the age of 18 years at the above premises for sporting and ancillary activities.

Ancillary activities include training, coaching, attending team meetings, treatment of injuries, use of change rooms, completion of paperwork, purchasing or obtaining sports equipment, presentation functions, having refreshments or a meal.

This approval does not include social events. Persons under 18 years may only attend social functions if accompanied by a responsible adult as defined above.

**Fill in the days and times the sporting club intends to have persons under the age of 18 years on the premises.**

## Signature/s of applicant/s

I/we certify that the information contained in this application is true and correct

Name of applicant:

Signature of applicant:

Date (dd/mm/yyyy):

Name of applicant:

Signature of applicant:

Date (dd/mm/yyyy):

**Note:** Liquor Control Victoria may request an applicant to provide any other information. If required to do so you will be notified in writing.

## How to lodge this application and accompanying documents

### By post to:

Liquor Control Victoria  
PO Box 1019  
Richmond VIC 3121

### Via email:

[contact@liquor.vic.gov.au](mailto:contact@liquor.vic.gov.au)

## What happens next

You will be sent a letter that confirms we have received your application and outlines any further information required. Once we have received all the required information and documents, your application will be determined.

You will be advised of the outcome in writing.

### Privacy

Liquor Control Victoria (LCV) is committed to protecting the privacy of your personal information. LCV endorses fair information handling practices and uses information in compliance with its obligations under the *Privacy and Data Protection Act 2014 (Vic)*. Personal information collected from you is only used for the purposes of the application for the licence or permit and/or legislation administered by LCV. Personal information is not disclosed to third parties unless required or authorised by law, or with your consent. As part of the application process, information provided may be forwarded to and retained by Victoria Police.