 FORM 18

APPLICATION FOR APPROVAL OF A JUVENILE FUNCTION

*(This document should be read and completed in conjunction with the relevant Policy)*

LIQUOR CONTROL ACT 1988

Section 126A

The Director will give consideration to applications for approval of underage functions on licensed premises provided that there are adequate controls in place, and provided that the request is in the public interest. Licensees are reminded however that these functions should target juveniles between the ages of 13 and 17 years of age. Persons aged younger than 13 should be discouraged from attending while persons aged 18 years and above may only attend as a responsible adult for the sole purpose of supervision.

*Please note that applications for approval of juvenile functions* ***must*** *be lodged with the Department of Local Government, Sport and Cultural Industries* ***at least 14******days in advance of the event****. Late applications will not be accepted. A f*ee is required for an application of this nature. Please refer to the schedule of fees.

Please complete the following questions:-

**Name of Premises: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date/s of Function**: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Times of Function**: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Contact Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Daytime Contact No.:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Mobile:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fax:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

*As a general rule, juvenile functions will not be approved past 11 pm, unless special circumstances apply and unless special transport arrangements have been made. In the case of the postal districts of Northbridge and the central Perth CBD, juvenile functions will not be permitted.*

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| 1. What management strategy will be in place during the function to ensure it is run appropriately? *(Attach details if space insufficient)*              2. What steps will the licensee take to ensure that liquor is not advertised, sold, supplied or consumed in that part of the premises to which the juveniles will be admitted and will all liquor be removed or securely locked away? *(Attach details if space insufficient)* |

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| **3.** **What steps will the licensee take to ensure that the type of music played is appropriate for juveniles?** *(Attach details if space is insufficient)*        **4. Does the licensee undertake to employ two licensed crowd controllers at the entrance to ensure that no intoxicated juveniles are admitted, and that no liquor is carried onto the premises? Does the licensee also undertake to employ one crowd controller per 100 juveniles?** *These security staff are to remain on the licensed premises throughout the event and after the event to ensure that the juveniles vacate the premises in an appropriate manner.*            5. What is the name of the area to be used for the function and is this area discrete from the rest of the premises with separate toilets and a separate entrance? *(Clearly state which area of the premises is to be utilised for this function).*          6. Will there be adequate or special transport arrangements in place for juveniles to leave the premises? If so, what are they? *Please note that all juveniles must vacate the premises at closing time and are to have left the vicinity of the premises within 30 minutes thereafter.*          **7. The police must be satisfied that adequate controls are in place. For this reason, the licensee must give sufficient prior notice to this authority. Has this consent been given?** *(Applications* ***must*** *be accompanied by the written consent of the nearest police station.)*        **8. Does the Licensee undertake to ensure that the provision of "pass-outs" during the function is prohibited?**    **9. Does the Licensee undertake to ensure that there is no inappropriate advertising or promotions in respect of this function?** *For example: the use of terms or innuendos inferring unacceptable activities such as XTC or Rave, are prohibited***.**    **10. How many juveniles are expected to attend the function?** |

**PLEASE NOTE THAT JUVENILE FUNCTIONS MUST BE SMOKE, DRUG AND ALCOHOL FREE.**

Please note that the lodging of an application does not automatically mean that the application will be approved**.**

**Licensees should not advertise or promote the function until such time that the application is approved.**

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| **DECLARATION** |
| |  | | --- | | **I declare/certify that:**   * the information contained in this form, including attachments, is true and correct. * I am authorised to sign this application on behalf of the applicant entity.   Signature: Date: Signature: Date:    Print name and position: Print name and position:  Signature: Date: Signature: Date:    Print name and position: Print name and position:  It is an offence under section 159 of the Liquor Control Act 1988 to make a statement that is false or misleading.  Penalty: $10,000. | |

**PAYMENT DETAILS**

An invoice with detailed payment options will be provided once the application has been received.