 FORM 18

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| **Office Use Only** |
| **Paid Date** |  |
|  **Receipt No.** |  |
| **Amount Paid** |  |

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 rule, juvenile functions will not be approved past 11 pm, unless special circumstances apply. 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 strategies will be in place during the function to ensure that juveniles are safe whilst on the licensed premises and the event does not impact on the local community? *(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. Does the licensee intend 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 intend 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. If you believe the event will be low-risk and does not warrant the engagement of crowd controllers, please explain why.*     4. 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).*    5. What strategies will be in place to manage the orderly dispersal of juveniles at the end of the event? *Please note that all juveniles must vacate the premises at closing time.*    **6. Will the Licensee make sure that "pass-outs" are not permitted during the function?****7. Will the Licensee make sure 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***.**  **8. How many juveniles are expected to attend the function?**  |

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

A copy of the application will be sent to the Western Australia Police

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 juvenile function until the application is approved.**

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|  **DECLARATION**  |
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| **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. |

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