

APPLICATION FOR OFF-LICENCE OR RENEWAL OF OFF-LICENCE



Form 4, Sections 100 and 127(2), Sale and Supply of Alcohol Act 2012

Send or deliver your application to:

The Secretary
 District Licensing Committee
 Kāpiti Coast District Council
 Private Bag 60601, Paraparaumu 5254
 175 Rimu Road, Paraparaumu 5032
 Telephone (04) 296 4700 Toll Free: 0800 486 486

For Council use
File #

Once this application is complete you may make an appointment for a pre-lodgement meeting with a Licensing Inspector at the numbers given above.

Application forms cannot be accepted by the District Licensing Committee (DLC) over the counter until they have been signed off as complete by the Inspector and a fee category has been calculated. **Instructions on how to complete this application are attached at the back of the form.**

This application is made in accordance with the particulars set out below:		
1. Application Type		
<input checked="" type="checkbox"/> New Off-Licence	<input type="checkbox"/> Renewal of Off-Licence Licence number:	<input type="checkbox"/> Renewal of Off-Licence with variation of conditions Licence number:
2. Endorsements		
Tick the appropriate box if you want an endorsed licence only		
<input type="checkbox"/> Auctioneer	<input type="checkbox"/> Remote Sales	
3. Details of Applicant		
Full legal name or names to be on licence (if a company, must be a company name): Om Shiv Limited		
Whether licence already held for premises concerned <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No, and if 'Yes', state kind of licence		
4. Applicant Status: by reference to section 28 of Sale and Supply of Alcohol Act 2012		
<input type="checkbox"/> Natural person(s)	<input checked="" type="checkbox"/> Private Company	
<input type="checkbox"/> Body Corporate	<input type="checkbox"/> Public Company	
<input type="checkbox"/> Partnership	<input type="checkbox"/> Other (please specify).....	

5. For Applicant that is a Natural Person(s)

Full legal name:

Any aliases (and/or maiden name):

Usual residential address: Number

Street:

Suburb:

City:

Postcode:

Sex:

Occupation:

Date of birth:

Place of birth:

Telephone:

Mobile:

Email:

Preferred mode of contact:

6. For Applicant that is a Body Corporate, Authority under which Incorporated**7. For Applicant that is Not a Natural Person(s), Details of Contact Person**

Name: Yogeshkumar Patel

Designation/Position: Director/Shareholder

Telephone:

Email: yogi13684@yahoo.com

Mobile: 02102506909

Preferred mode of contact:

8. Postal Address for Service

Number/Street/PO Box: 173

Suburb: Greytown

City: Greytown

Postcode: 5742

9. Business Details*Describe principal business, any other businesses*

Bottle Store

10. Criminal Convictions

Does the applicant(s) have any criminal convictions (other than convictions for offences against provisions of the Land Transport Act 1998 not contained in Part 6, and offences to which the Criminal Records (Clean Slate) Act 2004 applies). Yes No, and if "Yes", then please provide nature of the offence, details of conviction, and penalty imposed.

11. For a Company whether Incorporated under the Companies Act 1993 or Equivalent Foreign Legislation

Full Legal Names of Directors:

Yogeshkumar Patel

12. For a Private Company Incorporated under the Companies Act 1993

Authorised capital:	Paid up capital:
Name: Yogeshkumar Patel	Address: Street number
Street: 35 Te Puke St	Suburb:
City: Titahi Bay	Postcode:
Date of birth: 13-Jun-1984	Place of birth:
Designation: Dir/SH	Face value of shares held:

13. For a Partnership

Full legal name of partner:		
Usual residential address: Number	Street:	
Suburb:	City:	Postcode:
Full legal name of partner:		
Usual residential address: Number	Street:	
Suburb:	City:	Postcode:

14. Details of Premises

Address: Number 41	Street: Maclean St	
Suburb: Paraparaumu	City: Paraparaumu	Postcode:
Trading Name: the Bottle O Paraparaumu Beach		
If not Owned by Applicant:		
Tenure: <i>(state whether to be held as leasehold, or under tenancy agreement or licence)</i>		
Full legal name of owner: Penno's Building Limited		
Address: Number 9A	Street: Colenso St	
Suburb: Hospital Hill	City: Napier	Postcode:
Type: <i>state whether grocery, hotel, retail shop (other than grocery), or tavern</i> retail shop		
Is the licence conditional on completion of building work: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No, and if "Yes", state details:		

15. Details of Duty Manager(s)/Proposed Manager(s) *If more than two certified managers please attach details separately*

Full legal name: Gurpinder Singh Hundal

Number of manager's certificate: 45/CERT/734/2029

Expiry Date: 26/02/2026

Full legal name: Yogeshkumar Patel - Applying for Duty Manager

Number of manager's certificate:

Expiry Date:

16. Business Details

Is the sale of alcohol intended to be the principal purpose of business? Yes No, and advise the intended principal purpose of business (*for example: sale of alcohol, sale of food; entertainment; accommodation*).

Is the applicant engaged, or intending to be engaged, in the sale or supply of any goods other than alcohol, non-alcoholic refreshments and food, or in the provision of any services other than those directly related to the sale or supply of alcohol and non-alcoholic refreshments, and food: Yes No - and if "Yes", advise the nature of other goods or services. This is to assess whether other goods and services provided are compatible with the sale of alcohol.

State the days and hours proposed for sale of alcohol (this is your current licensed hours not trading hours):

Monday to Sunday 8.00am to 9:00pm

17. Conditions

- Write answer below or attach relevant documents that demonstrate compliance.
- When including attachments please number the hard copies, and in the first column circle 'Yes box and write the document number on '#.....'

**Doc attached?
Number.**

Describe experience and training of applicant:

Yogeshkumar Patel has historical experience, he has redone and completed his lcq in 2023 and he has been working at the Bottle O since 1 May 2024. He will be applying for Duty Manager and hopes to have it granted on recognition of sufficient months of experience gained through working at the Bottle O since May 2024.

Yes / No
#.....

<p>Describe the steps proposed to be taken to prevent the sale and supply of alcohol to prohibited people:</p> <p>Signage, till date/birth check, ID Required for all looking under 25, NO ID NO SALE, USE OF SCAB INTOXICATION tool NO SALE TO INTOXICATED OR DISORDERLY</p>	<p>Yes / No #.....</p>
<p>Describe any other steps the applicant proposes to promote the responsible consumption of alcohol (for instance host responsibility practices):</p> <p>Host Reponsibility Policy, Water and food provided if tastings in store, No Promotions externally over 25% of Price.</p>	<p>Yes / No #.....</p>
<p>Describe any other systems (including training systems), and staff in place (or to be in place) for compliance with the Act:</p> <p>Staff training declarations, regular update meetings, evacuation training, internal processes, USE OF log book</p>	<p>Yes / No #.....</p>
<p>Describe any actions that have been taken to ensure the good order and amenity of the locality would not be likely to be:</p> <ul style="list-style-type: none"> reduced, by more than a minimal extent, by granting the licence; or increased, by more than a minimal extent, by the refusal to renew the licence. <p>this store has not had any problems with compliance or issues with the police The area it is in is residential with a more aged population who are responsible drinkers. Neighbouring activities and uses within the immediate vicinity include shops, restaurants, takeaways, commercial businesses and residential dwellings. The beachfront reserve (parks and playgrounds), Paraparaumu beach and a golf course are located in the wider vicinity.e, Having licensed trading hours finishing before 10pm, and having no recorded enforcement holdings within the last 3 years.</p>	<p>Yes / No #.....</p>
<p>For Licence Renewal Only: Describe any conditions of the licence the applicant seeks to vary or cancel: <i>To be filled in for each condition the applicant seeks to vary or cancel – attach additional pages as necessary</i></p> <p>Terms of condition at present:</p>	<p>Yes / No #..... #..... #..... #.....</p>

<p>Action sought: <input type="checkbox"/> Variation <input type="checkbox"/> Cancellation. If Variation, in what respect does the applicant seek to vary the condition?</p> <p>Full reasons for variation or cancellation:</p>	
<p>18. Attachments</p> <ul style="list-style-type: none"> When including attachments please number the hard copies, and in the first column circle 'Yes box and write the document number on '#.....' 	<p>Doc attached? Number.</p>
<p>A statement, or signed declaration, regarding the premises need for an evacuation scheme, as set out in section 100(d) of the Act for new applications, or section 127(e) of the Act for renewals. A copy of the 'Evacuation of Declaration Scheme' is available on the website.</p>	<p><input checked="" type="radio"/> Yes / No #..1.....</p>
<p>Please attach certificate to show that proposed use meets the requirements of the Resource Management Act 1991. <i>Not required for renewal unless the business activity or type has changed since the last version.</i></p>	<p>Yes / <input checked="" type="radio"/> No #.....</p>
<p>Copy of Building Compliance Certificate. Please attach certificate to show that the premises meet the requirements of Building Code 2004. <i>Not required for renewal unless structural changes have been undertaken since the last issue or renewal.</i></p>	<p><input checked="" type="radio"/> Yes / No #..2.....</p>
<p>Where the premises are a grocery store, the statement of annual sales revenue required by regulation 12 or 13 (as the case requires) of the Sale and Supply of Alcohol Regulations 2013.</p>	<p>Yes / <input checked="" type="radio"/> No NA #.....</p>
<p>Where the premises are a grocery store or supermarket, a scale floor plan must be provided clearly defining the single alcohol area, or sub-area, and layout of the premises including entry/exit and checkouts.</p>	<p>Yes / <input checked="" type="radio"/> No NA #.....</p>
<p>Where the premises are a bottle store or tavern off licence, a plan must be provided showing designations and the principal entrance.</p>	<p><input checked="" type="radio"/> Yes / No #..3.....</p>
<p>For body corporate applicant, please attach a copy of certificate of incorporation (or equivalent document). <i>Not required for renewal unless there have been changes since the last issue or renewal.</i></p>	<p>Yes / <input checked="" type="radio"/> No #..NA...</p>
<p>Advise if a Crime Prevention Through Environmental Design (CPTED) assessment has been undertaken or any improvements to the design and layout in accordance with CPTED: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No, and if 'Yes' attach a copy. If 'No', discuss with the Licensing Inspector if you need to complete a CPTED checklist for this application (see HPA and the Ministry of Justice websites for more information).</p>	<p><input checked="" type="radio"/> Yes / No #...4.....</p>
<p>If premises owned by another party, please attach an owner's statement or copy of lease to show there is no objection from the owner to the issue of licence to this premise. <i>Not required for a renewal unless the lease or</i></p>	<p><input checked="" type="radio"/> Yes / No #..5.....</p>

ownership arrangements have changed.

19. Further Details where Applicant is a Company
Include full details of each person who holds 20% or more of the shares, or of any particular class of shares, issued by the company.

Name: Yogeshkumar Patel	Address: 35 Te Puke Street
Suburb: Titahi Bay	City: Porirua
Postcode:	Date of birth: 13-Jun-1984
Place of birth: india	Designation: DIR/SH
Name:	Address:
Suburb:	City:
Postcode:	Date of birth:
Place of birth:	Designation:
Name:	Address:
Suburb:	City:
Postcode:	Date of birth:
Place of birth:	Designation:

Are additional sheets attached? Yes / No - Doc number #.....6.....

20. Further Details where Applicant is a Partnership

Name:	Address:
Suburb:	City:
Postcode:	Date of birth:
Place of birth:	Date: Signature:
Name:	Address:
Suburb:	City:
Postcode:	Date of birth:
Place of birth:	Date: Signature:
Name:	Address:
Suburb:	City:
Postcode:	Date of birth:
Place of birth:	Date: Signature:

Are additional sheets attached? Yes / No - Doc number #.....

21. Signature of Applicant (this must be signed by applicant not their agent)

I authorise New Zealand Police to disclose any personal information it considers relevant to my application to the Medical Officer of Health and/or the Licensing Inspector for the purpose of assessing my suitability.

Name: Yogeshkumar Patel

Date: 05/09/2024

Signature:

Dated at location: Paraparaumu

Privacy Statement

Information contained in your application and any supporting information will be held by Kapiti Coast District Council to enable your application to be processed under the Sale and Supply of Alcohol Act 2012. This information will be made available to the public on request. The information will be provided to the Kapiti Coast District Licensing Committee, the NZ Police, the Medical Officer of Health and Council's Licensing Inspectors. This information may form part of a public hearing of your application before the Kapiti Coast District Licensing Committee and may be used in the Committee's decision for your application. Decisions will be made publically available.

Council is required to keep a statutory register of all applications and the District Licensing Committee's decisions on them. Council is required to report statistics about applications to the Alcohol Regulatory and Licensing Authority. Any member of the public may request access to this information under the Local Government Official Information and Meetings Act 1987. This information may also be used under the Privacy Act 1993. You have the right to see and correct personal information that Council holds about you.

Method of payment (must be made at time of application)

I have paid at a Kāpiti Coast District Council Service Centre when I delivered this application.

I have paid by electronic transfer (Council Bank Account Number: 03-0732-0306101-00) and quoted my name and "alcohol" in the reference fields; and

I have included proof of electronic payment with this application.

I have enclosed a cheque with this form.

How I would like to receive my alcohol licence (please select one only)

I will collect my alcohol licence – please contact me when it is ready by Phone or Email

OR Please email to S.thompson@innovative.ac.nz

Please post my alcohol licence to me.

Next Step: Once your application is complete, if you would like to make an appointment for an optional pre-lodgement meeting with the Licensing Inspector then please Telephone (04) 296 4700 or Toll Free: 0800 486 486.

- 1 This form must be accompanied by the prescribed fee.
- 2 This form must be accompanied by the required attachments (refer Points 19 or 20).
- 3 Within 20 working days after filing your application with the District Licensing Committee (or 10 working days if it is an application for renewal), the application must be publically notified. The public notice template will be provided on receipt of your application by the Alcohol Licensing Team.

For Office Use: Application Fee Risk Categories

Very Low

High

Low

Very High

Medium

Application Fee Payable: \$ _____ Signature of Licensing Inspector _____

Name of Licensing Inspector _____ Date: _____

Guidance for Completing Off-Licence Application/Renewal Form

Background		
<p>The object of the Sale and Supply of Alcohol Act 2012 is that the sale, supply, and consumption of alcohol should be undertaken safely and responsibly; and the harm caused by the excessive or inappropriate consumption of alcohol should be minimised.</p> <p>It is a legal requirement of the Sale and Supply of Alcohol Act 2012 that you must have a licence before you can sell or supply alcohol.</p>		
Before lodging application		
<p>Once this application is complete then you must ring and make an appointment for a pre-lodgement meeting with the Licensing Inspector. Please Telephone (04) 296 4700 or Toll Free: 0800 486 486. The application forms cannot be accepted by the DLC over the counter until they have been signed off as complete by the Inspector and a fee category has been calculated.</p> <p>You should also apply for certificate of compliance with the Resource Management Act and the Building Act from the Kapiti Coast District Council.</p>		
Completing your application		Who should complete which fields
1	Type of Application	All applicants to complete.
2	Endorsements	Only complete if you are <u>only</u> seeking a licence for use as an Auctioneer, or for remote sales (the 'sale for delivery', or 'sales from a distance').
3	Details of Applicant	All applicants to complete. If a company takes profits must apply in company name.
4	Applicant Status	All applicants to complete.
5	For Applicant that is Natural Person(s)	Only complete if applicant is a natural person. A natural person is an individual.
6	For Applicant that is Body Corporate	Only complete if applicant is a body corporate.
7	For Applicant that is <u>not</u> a Natural Person(s)	Only complete if applicant is a body corporate, partnership, private company or public company.
8	Postal Address for Service	All applicants to complete.
9	Business Details	What is your principal business? For example supermarket/ bottlestore/grocery store.
10	Criminal Convictions	All applicants to complete.
11	For a Company full legal names of directors	Only complete if applicant is a public or private company.
12	For a Private Company	Only complete if applicant is a private company incorporated under the Companies Act 1983.
13	For a Partnership	Only complete if applicant is a partnership.
14	Details of Premises	All applicants to complete.
15	Details of Duty Manager(s)/Proposed Managers	All applicants to complete. If more than two, please attach separately.
16	Business Details	All applicants to complete.

17	Conditions	All applicants to complete.
18	Attachments	All applicants to complete.
19	Further Details where Applicant is a Company	Only complete if private or public company.
20	Further Details where Applicant is a Partnership	Only complete if a partnership.
21	Signature of Applicant	All applicants to complete.

After your Application is Lodged

Public Notices

You are responsible for giving notice in the Kapiti Observer or Kapiti News within 20 working days of the Council formally accepting your application (or 10 working days if it is an application for renewal) and the Council will send you a template to complete this, along with further information. Unless notified otherwise by a Licensing Inspector, the notice must be published twice and there must not be less than five days and not more than 10 days between the two dates of publication. The notices must be worded according to Form 7 (and in compliance with regulations 36, 37 and 38 of the Sale and Supply of Alcohol Regulations 2013). A Form 7 notice must also be displayed in a conspicuous place on the premises or conveyance to which this application relates for 10 days from the first newspaper notification.

Statement

I hereby state that (tick one):

the **owner** of the building in which the premises are situated provides and maintains an evacuation scheme as required by section 76 of the Fire and Emergency New Zealand Act 2017;

OR

because of the building's current use, its owner is not required to provide and maintain such a scheme;

OR

because of the nature of the building, its owner is exempt from the requirement to provide and maintain such a scheme.

NOTE:

If an approved evacuation scheme is not required, the building must have evacuation procedures that meet Part 1 of the Fire and Emergency New Zealand (Fire Safety, Evacuation Procedures, and Evacuation Schemes) Regulations 2018 – this does not require approval by Fire and Emergency New Zealand.

Name:

Yogeshkumar Patel

Signature:



Date:

05/09/24

Submitting applications

Email completed forms to: licence.application@kapiticoast.govt.nz

Post to:

Alcohol Licensing Team
Kāpiti Coast District Council
Private Bag 60601
Paraparaumu 5254

or deliver to:

Kāpiti Coast District Council
175 Rimu Road
Paraparaumu

The Secretary
The District Licensing Committee
Kapiti District Council

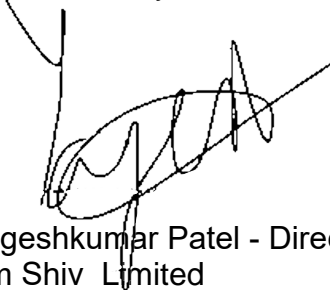
05/07/2024

To Whom It May Concern,

Re: Authorized Agent - Innovative Hospitality

Om Shiv Limited - Yogeshkumar Patel -Director can confirm that I give consent to Innovative Hospitality - Agent Sarah Thompson to act as my Liquor Licence Agent. I give her authority to assist with lodging the Off Licence application for Om Shiv Limited- trading as The Bottle O Paraparaumu

Yours faithfully

A handwritten signature in black ink, appearing to read 'Yogeshkumar Patel', written over a vertical line that extends from the 'Yours faithfully' text.

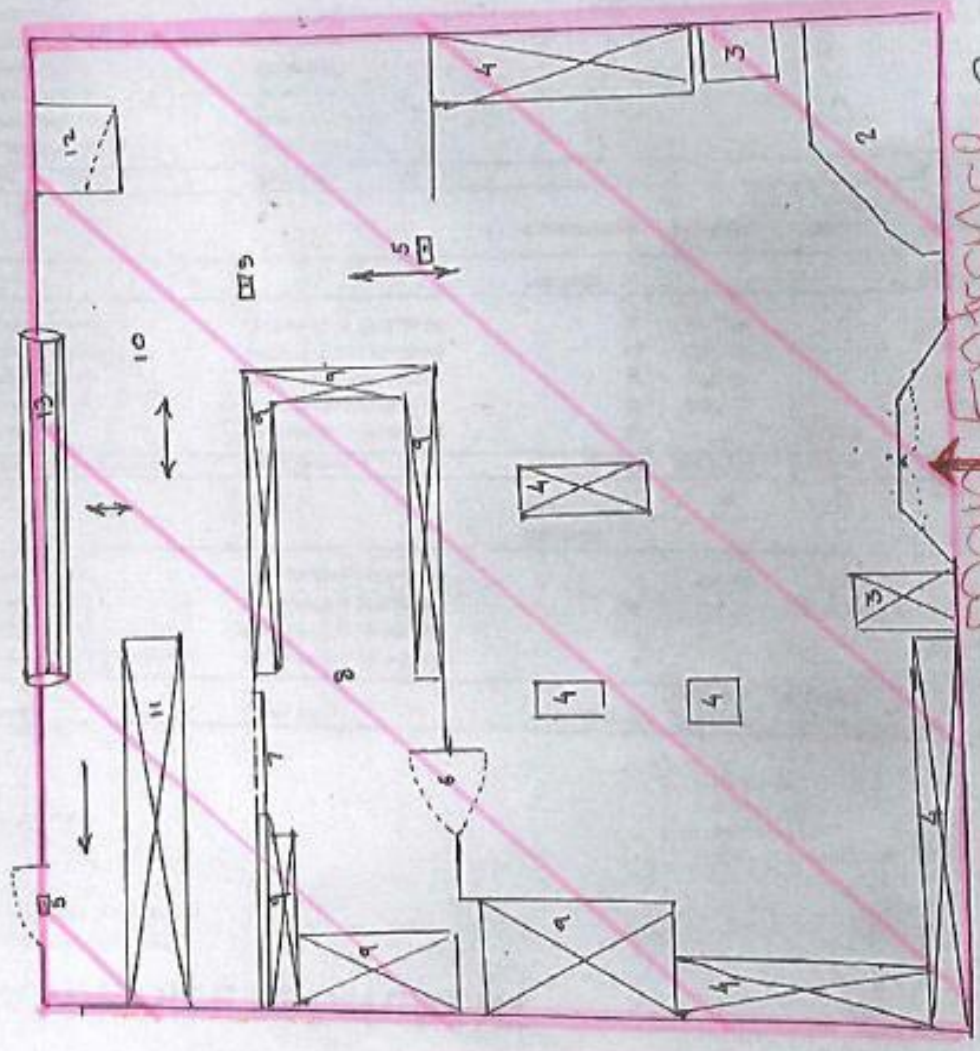
Yogeshkumar Patel - Director
Om Shiv Limited

Shivaay Holdings The Bottle O Pararaparamu
41 Maclean St, Pararaparamu

(3)

STORE NAME:- Bottle Pararaparamu Beach
Add: 41, Maclean Street,
Pararaparamu Beach 5032.

- 1. Main Entrance
- 2. Counter
- 3. Freezer, chiller
- 4. Display Stand
- 5. Exit way sign
- 6. Both side open door
- 7. Sliding door
- 8. Chiller Room
- 9. Display Stand in chiller
- 10. Store Room
- 11. Goods Storage Stand
- 12. Toilet
- 13. Roller door



Main Entrance
Wholesale premises
supervised.

(4)

CPTED CHECKLIST FOR OFF-LICENSED PREMISES

Yes No N/a

WINDOWS

- | | | | |
|-------------------------------------|--------------------------|--------------------------|--|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | There is at least 50% transparency in the front of the premises |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | There is good visibility to and from the premises and the street |

LIGHTING

- | | | | |
|-------------------------------------|--------------------------|--------------------------|---|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Internal lighting inside the premises is suitable |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Lighting allows customers to be seen as they enter the premises |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Lighting allows staff to check IDs etc. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Lighting outside the premises is suitable |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Lighting outside the premises discourages loitering |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Car parks and loading bays are well lit |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Street lighting outside the premises is working properly |

INTERNAL LAYOUT

- | | | | |
|-------------------------------------|-------------------------------------|--------------------------|---|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | The cash register is positioned near the main entrance |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | The cash register area is raised to improve visibility |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Safe is out of public view |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | No stock displays are greater than 1.3m |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | The entire premises can be seen by the cashier |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | There is good visibility into cold stores |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Where there may be blind spots, mirrors or CCTV are installed |

SECURITY

- | | | | |
|-------------------------------------|-------------------------------------|--------------------------|---|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Doors and windows are reinforced |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Nothing encourages loitering outside the premises (e.g. notice boards etc.) |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | There are no recessed entrances to the premises |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Intruder alarm is installed |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Alarm is monitored by monitoring centre |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Panic buttons are linked to intruder alarm |

CCTV

- | | | | |
|-------------------------------------|--------------------------|--------------------------|--|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | CCTV is installed |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | CCTV is positioned to monitor vulnerable areas |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Customers are aware of the CCTV system |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Staff understand its operation |

STAFF

- | | | | |
|-------------------------------------|--------------------------|--------------------------|---|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | There are sufficient numbers of staff to ensure control of the premises |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Two or more workers are on duty after dark |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Staff are visible to customers upon entering the store |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Staff greet/acknowledge customers entering the store |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | A door buzzer notifies staff of customers entering the store |

Host Responsibility Policy

The managers and staff of the Bottle O Paraparaumu believe that we have a responsibility to deliver a comfortable and welcoming environment. But is also where alcohol will be sold responsibly, due to this the following Host responsibility policy has been implemented in the store.

Customers who are noticeably intoxicated will not be sold alcohol and will be asked to leave the premises. We are happy to assist you with safe transport home and have a telephone available to call a taxi or we can call one for you.

It is against the law to sell to customers who are under the legal age of 18 years old. Our store policy is that if you look under 25 years of age we will ask you for identification,

the acceptable forms are:-

NZ Drivers License

HANZ 18 + cared

Kiwi Access Card

or current passport

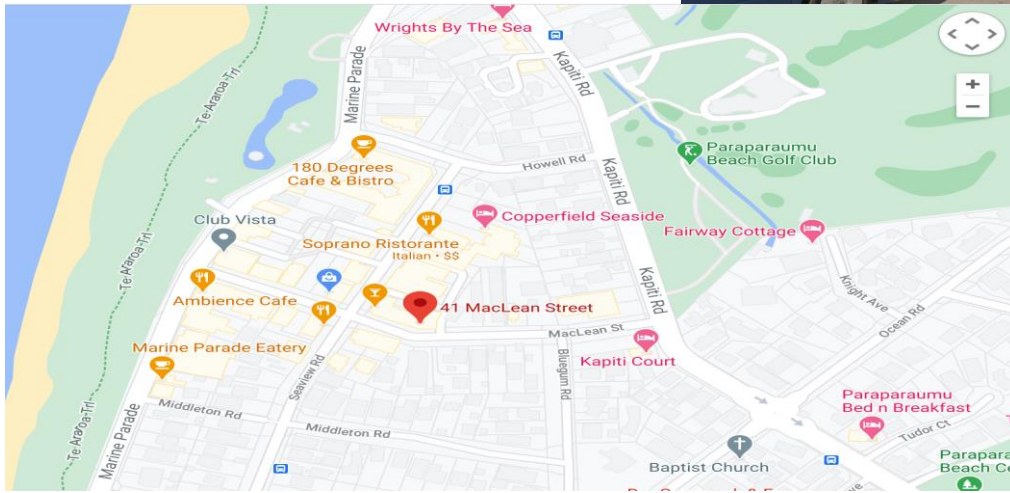
If you do not have the above forms of ID alcohol will not be sold, hence no ID no sale. Notices relating to selling to minors and intoxicated person are displayed within the store.

No one in school uniform will be sold alcohol.

Low alcoholic and non-alcoholic beverages are promoted and readily available with positive staff attitude.

We will give our staff the skills and support to carry out their job responsibly

Bottle 'O Paraparaumu
 41 Maclean St
 Paraparaumu



The Bottle'O Paraparaumu will not bring or encourage any risk which could negatively impact the local community.

The **Bottle'O Paraparaumu** store has been operating in the area since 2018. They understand how important it is to make sure they are supported by the community. They will do everything in their power to make sure no prohibited person is sold alcohol. They hold LCQ and understand the Sale and Supply of Alcohol Act 2012 and will apply for duty manager with requisite experience.

The Bottle'O Paraparaumu has a very good record with Police & the Kapiti Council and has not had any objections or issues with the local community.

They will make sure they operate the store within the law and comply with all the requirements of the Sale and Supply of Alcohol Act 2012. They have a lot of experience in selling and supplying alcohol. Having a good range of grocery and household items for the local community to purchase, this is their core business. Alcohol will always be served responsibly to the local community.

Promotions

No alcohol discounts or promotions that are targeted at minors or discounts to encourage excessive drinking will not be offered in this store. Any displays of alcohol will be limited to the designated alcohol area. **Prohibited signage** are displayed in this area and at point of sale along with the Host Responsibility.

Training & Experienced

they understand their responsibility's around selling and supplying alcohol to the public. They have all read and understand the stores Host Responsibility Policy, Liquor Licence and have full knowledge of Sale and Supply of Alcohol Act 2012. SCAB intoxication levels, use of logbook, checking ID and Evacuation systems.

Security: - Bottle'O Paraparaumu do not employ a security company. The owners maintain general safety within their store. There will always be two staff on after dark - Police will be called if needed. All incidents or issues will be recorded into the store's logbook

Security Camera's: - They have 7 CCTV cameras throughout the premise. The owners know how to use them and gather information if required. They have access to camera through their mobile phones. Customer are aware of the cameras.

Host Responsibility Policy: - Signage is displayed. NO ID NO Service, No Sale to Intoxicated and Minors, Host Responsibility Store Policy. If anyone looks 25 or under will be asked for proof of age. Customers who are showing signs of Intoxication will not be served. We Do Not Encourage Drink Driving. . All staff are instructed on Host Responsibility Policy. SCAB intoxicated levels. How to check ID correctly.

No Sale to Minors: - All staff are responsible for checking ID from anyone believed to be under the age of 25 years old. The four acceptable proof of age Are: -

Kiwi Access Card, HANZ 18 +, New Zealand Drivers Licence & current International or New Zealand Passport.

NO ID NO SERVICE.

If they think anyone is purchasing alcohol for minors and they cannot prove that they are the minor's parent or legal guardian they will not be served.

Group refusal is a practice at this store. If a group of young-looking customers come in and some are wishing to purchase alcohol, they must all show ID -proof of age. If they cannot all prove they are over 18 they will not be served.

18 + customer with ID will not be served if they are wearing their school uniform.

No Sale to Intoxicated: - All staff are responsible for checking if a customer may have been drinking and showing signs of intoxication. All staff have read and understood the SCAB Intoxication Assessment Tool. If anyone is showing signs or intoxication they will not be served. All staff will be

informed to stop service, and this will be written in the logbook. We will also offer to arrange to call someone or a taxi.

Visibility into our Store: Staff can see the main entrance and exit from the store.

Staff can monitor anyone walking past or entering our store. This will deter loitering or any trouble.

This store WILL NOT sell or allow the use of party pill or legal highs within our store.

Bottle'O Paraparaumu Staff Training Guide

The Bottle 'Os mission is to create a store that satisfies the needs of our community while meeting our legal obligations.

This training guide covers the following elements:

- The elements of responsible service
- Trading Hours
- Licence Conditions
- Checking ID
- Managing Intoxication

We are committed to being responsible hosts.

Staff Must

- Aim to ensure that all patrons leave our store in a safe condition to drive.
- NEVER serve anyone showing recognisable signs of intoxication.
- low and non-alcoholic sales throughout the opening hours.
- Ask any person who you think is under 25 years of age for ID, suitable forms include NZ Drivers Licence, Kiwi Access Card, 18+ Card or Passport, No ID-NO Service
- Ensure patrons are told about transport options as they leave, these include free phone to call home, bus stop taxi or dial a driver.
- Immediately report any suspicion of drug use in the premises to the duty manager.

Trading Hours and Days

Our store is trading 8am to 9pm Monday to Sunday. We cannot sell alcohol to anyone outside these hours.

On certain days of the year, we cannot sell alcohol at all these are:

- Good Friday
- Easer Sunday
- Christmas Day
- Before 1pm on Anzac Day

If we choose to open on these days – the alcohol area will be closed off and a sign placed there and at point of sale saying NO ALCOHOL CAN BE SOLD.

Other Licence Conditions

The Name of the Duty Manager on shift must be up.

If you are the duty manager you must be present at all times (you can use the bathroom, take a call but you must be found within minutes)

Our store is Supervised which means minors (under 18) cannot come in by themselves, cannot purchase alcohol. They must be accompanied by a parent or legal guardian.

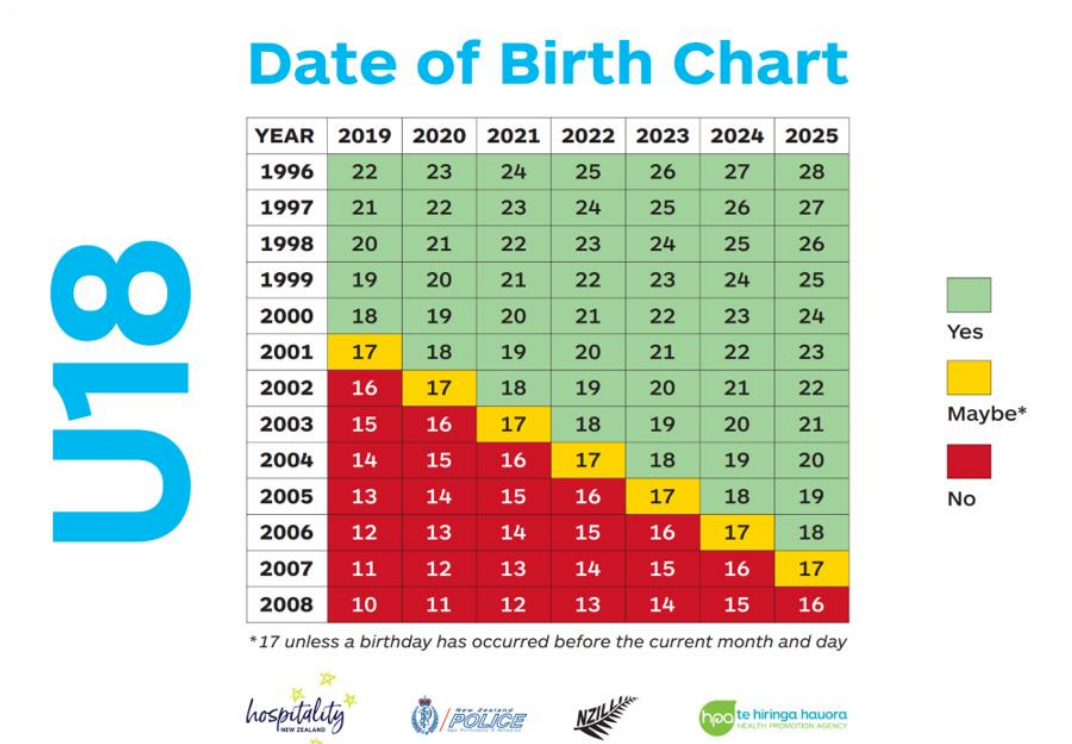
Checking ID

As a local store our biggest risk is managing sales of alcohol to appropriate people and not minors (under 18). You must check ID of anyone looking 25 or under.

There are four legal forms of ID

1. A Current New Zealand Driver's Licence
2. A Current Passport from any country
3. 18 Plus Card
4. Kiwi Access Card

Every day know the day and date someone could purchase today.



There are some examples of situations where checking ID is critical:

- Two people looking under 25 come in together– only one has ID – NO SERVICE
- You know the person at the counter is with a group of young people outside – NO SERVICE
- An older person is with a younger person looking under 25 – NO ID NO SERVICE

Intoxication Assessment Tool

This tool has useful guidance to help us determine the state of our customers in the store.

Remember Intoxication is not just alcohol it could be something else too such as drugs.

Use the Intoxication Assessment Tool to identify the condition of your customer and the appropriate action to be taken regarding service to them. Consider their Speech, Coordination, Appearance and Behaviour.

For us the risk is that people can come in to the store intoxicated. – NO SERVICE

Sometimes people come back several times a day to purchase alcohol – you must consider their condition each time.

Intoxication assessment tool

Indicators may include but are not limited to:

	Sober	Influenced	Intoxicated
Speech	Coherent, clear speech, normal tone/volume, may be talkative.	May be overly talkative, opinionated and interrupts, may stumble over words, becoming loud, inappropriate language, jokes, comments.	Slurring, difficulty forming words, loud, repetitive, loses train of thought, nonsensical, unintelligible.
Coordination	Coordinated, balanced, standing without help or support.	Slowed or delayed reactions, swagger or occasional staggers or sways.	Spills drinks, stumbles, trips, weaves, walks into objects, unable to stand unaided or sit straight.
Appearance	Tidy, clear eyes, alert.	Vacant or blank expression, smell of alcohol on breath, may look untidy.	Bloodshot eyes, eyes glazed, inability to focus, tired, asleep, dishevelled.
Behaviour	Behaving sensibly but may be more relaxed.	Overly friendly or withdrawn, inappropriate or risky actions, argumentative, annoying, fading attention, increased consumption rate.	Seriously inappropriate actions or language, aggressive, rude, belligerent, obnoxious behaviour affecting other customers.
	Monitor & serve responsibly	Intervene	Deny & remove

Intoxication definition

INTOXICATED means observably affected by alcohol, other drugs, or other substances (or a combination of two or all of those things) to such a degree that two or more of the following are evident: (a) appearance is affected; (b) behaviour is impaired; (c) coordination is impaired; (d) speech is impaired.



Any concerns or questions please come and speak to Jimmy or Siddhi.

_____ Name

_____ Signature

_____ Date

Building or conveyance owner's consent - template

(5) Owner Approval

To Secretary
District Licencing Committee
Kapiti Coast District Council
175 Rimu Road
Paraparaumu

Person giving consent

Name Lindsay Penno Date 4.07.2024
Company (if applicable) Penno's Buildings Limited
Address 9a Colenso Avenue, Hospital Hill, Napier, 4110, NZ

Dear Secretary,

I am the owner Body Corporate Chair building manager other*: _____

of 41 Maclean St Paraparaumu
(name or address of building or conveyance)

I confirm that I Lindsay Penno

consent to am authorised by the owners to consent to

the proposed sale and supply of alcohol by

Om Shiv Limited
(applicant name - must match application)

on the following days and hours

Monday to Sunday 8am to 9pm
(days and hours must match application)

The following extra conditions apply to this consent (write none if none applicable)

Yours faithfully,

Lindsay Penno
(Name of person giving consent)


(Signature)

*If none of these options apply, describe the letter writer's role and why they are authorised to give consent on behalf of the building or conveyance owner.

DEED OF ASSIGNMENT OF LEASE

GENERAL address of the premises:
41 McLenn Street, Paraparaumu

DATE: 27 August 2024

ASSIGNOR: SHIVAAY HOLDINGS LIMITED (7651857)

ASSIGNEE: OM SHIV LIMITED (9230886)

SHAREHOLDER(S) and DIRECTOR(S):
(of Assignor) Prasanjeetsagar PATEL and Siddhi Prasanjeetsagar PATEL

GUARANTOR:
(of Assignee) Yogeshkumar Babubhai PATEL

LANDLORD: PENNOS BUILDINGS LIMITED (15772)

THE ASSIGNOR assigns to the Assignee all the Assignor's estate and interest in the Premises and the Lease as set out in the First Schedule.

THE ASSIGNOR, the Assignee and the Landlord agree and acknowledge as set out in the Second Schedule.

THE GUARANTOR guarantees as set out in the Third Schedule.

THE ASSIGNOR and the Shareholder(s) and Director(s) (if any) and the Assignee agree as set out in the Fourth Schedule.

THE ASSIGNOR, the Assignee, the Landlord and the Guarantor all acknowledge that the Lease expires on the Expiry Date of Current Term set out in the First Schedule and the rent is the Annual Rent set out in the First Schedule.

THE LANDLORD consents to the assignment but without prejudice to the Landlord's rights powers and remedies under the Lease. If any Lease Variations are specified in the First Schedule the Landlord, the Assignor, the Assignee and the Guarantor agree that as from the Date of Assignment the Lease is varied as set out in the Lease Variations.

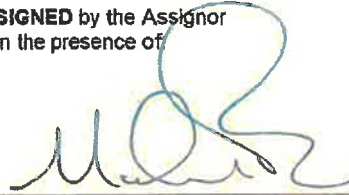
THE LANDLORD acknowledges that as at the Date of Assignment the Landlord is not aware of any existing breach of the Lease by the Assignor and has no interest in any of the Assignor's Assets.

WHENEVER words or phrases appear in this Deed and in the Second, Third and Fourth Schedules that also appear in the First Schedule then those words or phrases shall also mean and include the details supplied after them in the First Schedule.

IN this Deed:

- (a) The expressions "the Assignor", "the Assignee", "the Guarantor", "the Shareholder", "Director" and "the Landlord" include their respective executors administrators successors and permitted assigns.
- (b) The expression "Business Use" in the First Schedule means the permitted use of the Premises as at the Date of Assignment or as varied by any Lease Variation.
- (c) The expression "Assignor's Assets" shall mean all the chattels, fixtures and fittings in the Premises which are owned by the Assignor.
- (d) Where the context requires or admits, words importing the singular shall import the plural and vice versa.
- (e) Where any party comprises more than one person, such persons shall be deemed to have entered into the Deed both jointly and severally.

SIGNED by the Assignor
in the presence of:



Witness Signature

Michael David Hofmann-Body
Solicitor
Lower Hutt
Gillespie Young Watson/HomeLegal

Witness Occupation

Witness Address

SIGNED by the Assignee
in the presence of:



Witness Signature

CHANDRAKANT C PATEL

Witness Name

Self employe

Witness Occupation

B2-mam Road, Titahi Bay
Porirua, 5022

Witness Address

SIGNED by the Landlord
in the presence of:

Witness Signature

Witness Name

Witness Occupation

Witness Address



Signature of Assignor

Prasanjeetsagar PATEL

Print Full Name

Director / Trustee / Authorised Signatory / Attorney*

Delete the options that do not apply

If no option is deleted, the signatory is signing in their personal capacity



Signature of Assignor

Siddhi Prasanjeetsagar PATEL

Print Full Name

Director / Trustee / Authorised Signatory / Attorney*

Delete the options that do not apply

If no option is deleted, the signatory is signing in their personal capacity



Signature of Assignee

Yogeshkumar Babubhai PATEL

Print Full Name

Director / Trustee / Authorised Signatory / Attorney*

Delete the options that do not apply

If no option is deleted, the signatory is signing in their personal capacity

Signature of Assignee

Print Full Name

Director / Trustee / Authorised Signatory / Attorney*

Delete the options that do not apply

If no option is deleted, the signatory is signing in their personal capacity

Signed by:



Signature of Landlord

Lindsay Penno

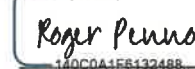
Print Full Name

Director / Trustee / Authorised Signatory / Attorney*

Delete the options that do not apply

If no option is deleted, the signatory is signing in their personal capacity

Signed by:



Signature of Landlord

Roger Penno

Print Full Name

Director / Trustee / Authorised Signatory / Attorney*

Delete the options that do not apply

If no option is deleted, the signatory is signing in their personal capacity

Note: If signing by a company or as an Attorney – please refer to the notes on page 3

SIGNED by the Guarantor
in the presence of:

Chandrakant C Patel
Witness Signature

Witness Name

CHANDRAKANT C PATEL
Witness Occupation

Self Employed
Witness Address
82- Main Road
Titahibay, Porirua
5022

SIGNED by the Shareholder(s) and Director(s)
in the presence of:

[Signature]
Witness Signature

Michael David Hofmann-Boyd
Witness Name Solicitor
Lower Hutt
Gillespie Young Watson/HomeLegal

Witness Occupation

Witness Address

[Signature]
Signature of Guarantor

Yogeshkumar Babubhai PATEL

Print Full Name
Director / Trustee / Authorised Signatory / Attorney*
Delete the options that do not apply
If no option is deleted, the signatory is signing in their personal capacity

Signature of Guarantor

Print Full Name
Director / Trustee / Authorised Signatory / Attorney*
Delete the options that do not apply
If no option is deleted, the signatory is signing in their personal capacity

[Signature]
Signature of Shareholder/Director

Siddhi Patel
Print Full Name
Director / Trustee / Authorised Signatory / Attorney*
Delete the options that do not apply
If no option is deleted, the signatory is signing in their personal capacity

[Signature]
Signature of Shareholder/Director

Braunjeetgaur Patel
Print Full Name
Director / Trustee / Authorised Signatory / Attorney*
Delete the options that do not apply
If no option is deleted, the signatory is signing in their personal capacity

- * If this agreement is signed under:
- (i) a Power of Attorney – please attach a Certificate of non-revocation (ADLS form code: 4098WFP); or
 - (ii) an Enduring Power of Attorney – please attach a Certificate of non-revocation and non-suspension of the enduring power of attorney (ADLS form code: 4997WFP).

Also insert the following wording for the Attorney's Signature above:
Signed by [full name of the donor] by his or her Attorney [attorney's signature].

Note: Signing by a company – Companies must sign this document in accordance with section 180 of the Companies Act 1993, to ensure it is binding as a deed. In general, this means:
(a) if there are two or more directors of the company, two directors must sign and no witnessing is necessary;
(b) if there is only one director of the company, that director signs and the signature must be witnessed.
Other methods of signing may be permitted by the company's constitution or if an attorney has been appointed.

FIRST SCHEDULE

1. **PREMISES:** The land and buildings at 41 McLean Street, Paraparaumu Beach including for the avoidance of doubt full use of the mezzanine floor.
2. **CAR PARKS:** Nil
3. **DATE OF LEASE:** 22 March 2012
4. **RIGHTS OF RENEWAL:** Nine (9) of three (3) years each
5. **FINAL EXPIRY DATE:** 31 August 2041
6. **ANNUAL RENT:**

	Premises	\$ 45,172.92	plus GST per annum
(Subject to review if applicable)	Car Parks	\$	plus GST per annum
	TOTAL	\$45,172.92	plus GST per annum
7. **EXPIRY DATE OF CURRENT TERM:** 31 August 2026
8. **BUSINESS USE:** Retail Liquor Outlet

9. **DATE OF ASSIGNMENT:** 26 August 2024
10. **RESTRAINT OF TRADE PERIOD:** Three (3) Years
11. **RESTRAINT OF TRADE RADIUS:** Paraparaumu and Raumati
12. **LEASE VARIATIONS:**

13. **LIMITED LIABILITY TRUSTEE:**

SECOND SCHEDULE

1. THE Assignee agrees with the Assignor to perform all the provisions in the Lease from the Date of Assignment.
2. THE Assignee indemnifies the Assignor and any guarantor of the Assignor against all liability arising out of any default by the Assignee in the performance of the provisions in the Lease as from the Date of Assignment.
3. THE Assignor warrants that all the provisions of the Lease have been performed up to the Date of Assignment.
4. THE Assignee agrees with the Landlord that the Assignee will perform all the provisions of the Lease from the Date of Assignment.
5. THE Assignor acknowledges to the Landlord that the covenants of the Assignee are not in substitution for and do not alter the liability of the Assignor under the Lease.
6. IF any person enters into this Deed as trustee of a trust, then:
 - (1) That person warrants that:
 - (a) that person has power to enter into this Deed under the terms of the trust; and
 - (b) that person has properly signed this Deed in accordance with the terms of the trust; and
 - (c) that person has the right to be indemnified from the assets of the trust and that right has not been lost or impaired by any action of that person including entry into this Deed; and
 - (d) all of the persons who are trustees of the trust have approved entry into this Deed.
 - (2) If that person has no right to or interest in any assets of the trust except in that person's capacity as a trustee of the trust, that person's liability under this Deed will not be personal and unlimited but will be limited to the actual amount recoverable from the assets of the trust from time to time ("the limited amount"). If the right of that person to be indemnified from the trust assets has been lost or impaired as a result of fraud or gross negligence that person's liability will become personal but limited to the extent of that part of the limited amount which cannot be recovered from any other person.
7. Notwithstanding clause 6, a party to this Deed that is named in item 13 of the First Schedule as a limited liability trustee, that person's liability will not be personal and unlimited but limited in accordance with clause 6.

FIFTH EDITION 2012 (3)

Dated _____

Between
SHIVAAY HOLDINGS LIMITED (7651857)

Assignor

and
OM SHIV LIMITED (9230886)

Assignee

and
Prasanjeetsagar PATEL and Siddhi Prasanjeetsagar
PATEL

Shareholder(s)

and
Prasanjeetsagar PATEL and Siddhi Prasanjeetsagar
PATEL

Director(s)

and
Yogeshkumar Babubhai PATEL

Guarantor

and
PENNOS BUILDINGS LIMITED (15772)

Landlord

DEED OF ASSIGNMENT OF LEASE

General address of the premises:
41 McLean Street, Paraparaumu

Keesing McLeod
Solicitors
Lower Hutt

THIRD SCHEDULE

1. **FROM** the Date of Assignment the Guarantor:
 - (1) Guarantees to the Assignor and the Landlord the performance by the Assignee of all the tenant's obligations under the Lease.
 - (2) Indemnifies the Assignor, any guarantor of the Assignor and the Landlord against any liability or losses suffered by the Landlord as a result of the Lease being lawfully disclaimed by any liquidator or receiver or arising through default by the Assignee in the performance of the provisions in the Lease.
2. **THE** Guarantor agrees that neither an assignment of the Lease nor any rent review in accordance with the Lease nor any indulgence granting of time waiver or forbearance to sue or any other thing whereby the Guarantor would be released as a surety in any way releases the Guarantor from liability under the Lease.

FOURTH SCHEDULE

THE Assignor and the Shareholder(s) and Director(s) (if any) agree with the Assignee that the Assignor and the Shareholder(s) and Director(s) (if any) will not during the Assignor's Restraint of Trade Period either directly or indirectly carry on or be interested either alone or in partnership with or as manager, agent, director, shareholder or employee of any other person in any business similar to that carried on by the Assignee within the Restraint of Trade Radius from the Premises stated in the First Schedule.

Certificate Of Completion

Envelope Id: D3B4B0E03C1A448785BA4D4028647A15
 Subject: Complete with DocuSign: Deed Assignment - 41 McLean.pdf
 Source Envelope:
 Document Pages: 6
 Certificate Pages: 5
 AutoNav: Enabled
 Envelopeld Stamping: Enabled
 Time Zone: (UTC+12:00) Auckland, Wellington

Status: Completed

Envelope Originator:
 Tracey Shadbolt
 67 Raffles St
 Napier, New Zealand 4110
 tracey@cardow.co.nz
 IP Address: 114.134.12.15

Record Tracking

Status: Original
 9/5/2024 10:02:52 AM

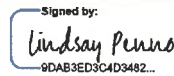
Holder: Tracey Shadbolt
 tracey@cardow.co.nz

Location: DocuSign

Signer Events

Lindsay Penno
 lpenno54@gmail.com
 Security Level: Email, Account Authentication
 (None)

Signature

Signed by:

 9DAB3ED3C4D3482...

Timestamp

Sent: 9/5/2024 10:05:09 AM
 Viewed: 9/5/2024 10:05:52 AM
 Signed: 9/5/2024 10:07:05 AM

Signature Adoption: Pre-selected Style
 Using IP Address: 60.234.223.120

Electronic Record and Signature Disclosure:

Accepted: 9/5/2024 10:05:52 AM
 ID: 181e9a55-e7ff-4fa3-8f81-c22c1b573e18

Roger Penno
 r.penno@xtra.co.nz
 Security Level: Email, Account Authentication
 (None)

Signed by:

 140C0A1F8132488...

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 Viewed: 9/5/2024 12:15:38 PM
 Signed: 9/5/2024 12:37:21 PM

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 Using IP Address: 118.92.120.210

Electronic Record and Signature Disclosure:

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 ID: 23bc7f7d-70d0-4e99-a22a-2d88e3ff3e02

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	9/5/2024 10:05:09 AM
Certified Delivered	Security Checked	9/5/2024 12:15:38 PM

Envelope Summary Events	Status	Timestamps
Signing Complete	Security Checked	9/5/2024 12:37:21 PM
Completed	Security Checked	9/5/2024 12:37:21 PM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Carlile Dowling Lawyers (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Carlile Dowling Lawyers:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: mailbox@cardow.co.nz

To advise Carlile Dowling Lawyers of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at mailbox@cardow.co.nz and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from Carlile Dowling Lawyers

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to mailbox@cardow.co.nz and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Carlile Dowling Lawyers

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;

ii. send us an email to mailbox@cardow.co.nz and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Carlile Dowling Lawyers as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Carlile Dowling Lawyers during the course of your relationship with Carlile Dowling Lawyers.

Statement of Projected Annual Sales Revenue: Bottle Store – NEW BUSINESS DECLARATION

Section 32(1)(b), Sale and Supply of Alcohol Act 2012

Note:

- The statement period must be for the 12 months after the time at which the application for the issue of an off-licence for the premises is made.

For the 12-month period: 5/09/2024 to 05/10/2024

Applicant	Yogeshkumar Patel
Trading Name	Bottle O Pasa Pasaumu
Premises Address	41 Maclean Street Pasa Pasaumu

CATEGORY	SUB-CATEGORY	AMOUNT (\$)
Gross Projected Revenue	\$1,372,707	
GST	\$179,048.74	
GST exclusive revenue		
Lotteries Commission revenue	Lotto	
	Keno	
	Instant Kiwi	
	Other (specify)	
Net projected revenue after deductions	TOTAL	\$1,181,742.56

Statement of Projected Annual Sales Revenue:
Bottle Store – New Business Declaration

Breakdown of net projected revenue:

CATEGORY	SUB-CATEGORY	AMOUNT (\$) EXCLUDING GST	% TOTAL NET PROJECTED REVENUE
Alcohol		\$1,181,742.56	99%
Tobacco		\$11,915.7	1%
Other Revenue			
Grand Total		\$1,193,658.26	100%

DECLARATION

Full name	Yogeshkumar Patel.
Date	19/07/24
Signature	