

## OFF-LICENCE

Sections 17 and 64

60/OFF/102/20

Pursuant to the Sale and Supply of Alcohol Act (the Act), **ASHISH AND KUNAL ENTERPRISES LIMITED** (the licensee) is authorised to sell and supply alcohol, on the premises situated at **2 Waterman Place, Christchurch**, and known as **"SUPER LIQUOR FERRYMEAD"**, to any person for consumption off the premises and to supply alcohol free, as a sample, for consumption on the premises.

If this licence is not endorsed under section 40 of the Act, the licensee is also authorised to sell alcohol on or from the premises at deliver it somewhere else.

The authority conferred by this licence must be exercised through a manager or managers appointed by the licensee in accordance with Subpart 7 of Part 2 of the Act.

### CONDITIONS

- a) No alcohol is to be sold or delivered on Good Friday, Easter Sunday, Christmas Day or before 1pm on Anzac Day.
- b) Alcohol may only be sold or delivered on the following days and during the following hours:  
**MONDAY TO SUNDAY 9.00 AM TO 11.00 PM**
- c) Water must be freely available to customers, while alcohol is being supplied free as a sample on the premises.
- d) The following steps must be taken to ensure that the provisions of the Act relating to the sale of alcohol to prohibited persons are observed:
  - i) Display of appropriate signs adjacent to every point of sale detailing the statutory restrictions on the supply of alcohol to minors and the complete prohibition on sales to intoxicated persons
- e) The following steps must be taken to ensure that the provisions of the Act relating to the management of the premises are observed:
  - i) Alcohol must only be sold and supplied on the premises in accordance with the premises plan submitted with the application.
  - ii) The licensee must implement and maintain the steps proposed in their host responsibility policy.
- f) The whole of the premises is designated as a supervised area.

### OTHER RESTRICTIONS AND REQUIREMENTS TO BE NOTED ON THE LICENCE

Section 56 – Display of signs; Section 57 – Display of licences; Section 59 – Requirements relating to remote sales by holders of licences; Section 214 – Manager to be on duty at all times and responsible for compliance

### DURATION

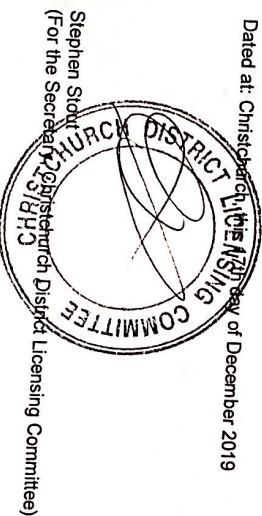
Subject to the requirements of the Act relating to the payment of fees, and to the provisions of the Act relating to the suspension and cancellation of licences, this licence continues in force—

- a) either—
  - i) until the close of the period for which it was last renewed; or
  - ii) if it has never been renewed, until the close of the period of 12 months after the day it was issued; or
- b) if an application for the renewal of the licence is duly made before the licence would otherwise expire, but
  - i) until the close of the period of 3 years after the period for which it was last renewed; or
  - ii) if it has never been renewed, until the close of the period of 4 years after the day it was issued.

### THE LICENCED PREMISES

The premises are identified on the plan provided with the application for a licence.

Dated at: Christchurch, the 18th day of December 2019



Subject to the requirements above, the licence expires on the 18th day of December 2022, unless again renewed  
Note: This licence replaces licence number 60/OFF/81/2016 issued by the Christchurch District Licensing Committee

# SUPER LIQUOR: ONLINE SALES AND CONTACTLESS ALCOHOL DELIVERY ACKNOWLEDGEMENT & AGREEMENT FORM



PLEASE COMPLETE FORM AND SEND TO YOUR FRANCHISE MANAGER TO CONFIRM

I am opting to supply alcohol to my local community via online order and the contactless delivery of alcohol for my following Super Liquor stores:

Super Liquor Ferryhead

I will strictly comply to specific requirements for my store/s below:

1. Adhere to the requirements as outlined by SLH (Requirements).
2. Adhere to the store specific license requirements.
3. Need to obtain approval from local licensing inspector.
4. Will not process or deliver orders outside store licence hours.
5. Adhere to the hygiene and contactless delivery requirements outlined by SLH and MOH – attached.
6. Implement the requirements of remote sales via online order and delivery e.g. age verification – attached.
7. Will not open the physical retail areas to customers or operate a collection service.
8. Will not establish a website or initiate website e-commerce sales as per SLH current policy.
9. Adhere to any other requirements that maybe introduced by Government, MBIE, MOH, Licensing Authorities or SLH.

SLSO require the following details to set-up your Store Details on the Super Liquor Website 'landing page' and also for Facebook page communications:

Store Liquor License Number	60/0FF/102/20
Store Liquor Licensee's Name	ASHISH & KUNAL Enterprises Ltd.
Store Liquor License Expiry Date	18/12/2022

Ensure that you send a copy of your Liquor Licence with this form.

Online Order Trading Days and Times (open to receive orders and make deliveries – remember these need to align your current licensing hours):

Days Open	Hours Open for Order Placement
Monday	10 AM - 8.00 PM
Tuesday	9 AM - 9.00 PM
Wednesday	9 AM - 9.00 PM
Thursday	9 AM - 9.00 PM
Friday	9 AM - 10.00 PM
Saturday	9 AM - 10.00 PM



Sunday

10 AM - 3 PM

**Super**  
**Liquor**

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

08/04/2020



With the changes over the weekend regarding Essential Services we have amended the form our Sales Executives need stores to fill out for lion to be able to deliver to them while in Alert Level #4.

**What Stores need to do**

1. Customers must fill out the Request form and send this back to their **LION Sales Executive**.
2. This form needs to be filled out by the customer and must be sent back from their email – LION Sales Executives are not able to fill this out on their behalf.
3. The LION Sales Executive will then forward these requests back to the LION HO who will then check these and add them to the Essential Service List allowing them to order during this period.

Name:	Kunal Gupta
Account Name:	Super Liquor Ferryhead
Account Number (starting with 1xxxxxx):	30000203


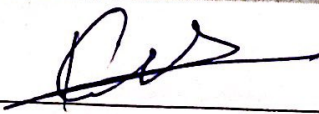
You acknowledge you are an "Essential Business"	<input checked="" type="radio"/> Yes / No
You have registered with MBIE as an "Essential Business" if your answer is no please see below	<input checked="" type="radio"/> Yes / No
Do you have 5 or fewer people (including the owner) working at each business site? Can you achieve social distancing measures between staff in your workplace, including travelling to and from work? If you answer YES to both of those questions, then you do not need to register and do not need to register with MPI	<input checked="" type="radio"/> Yes / No <input checked="" type="radio"/> Yes / No
You acknowledge that you had existing delivery options for online sale available before the Alert Level 4 lockdown came into effect <u>or</u> have confirmed your online delivery practises with your local licensing inspector and that you will comply with the requirements of your license and existing requirements for remote sales.	<input checked="" type="radio"/> Yes / No
You agree to notify us if your status changes	<input checked="" type="radio"/> Yes / No

Lion maintains the unilateral right to determine you are not an essential business due to any updates that we receive from the covid19.govt.nz website.



Please read, complete, sign and return this document to your CCA Rep.

CCA will not confirm or deliver any orders until CCA have received this form back.

	<b>ESSENTIAL SERVICE CONFIRMATION SUPPLY FOR ONLINE SALES</b>
CUSTOMER	Super Liquor Ferryhead
CUSTOMER NUMBER	8195914
CUSTOMER ADDRESS	Shop 5/2 Watkinson Place, Ferryhead, Christchurch
As an authorised representative of the Customer, I confirm that the Customer:	
<ul style="list-style-type: none"><li>holds an off-license under the <i>Sale and Supply of Alcohol Act</i></li></ul>	<input checked="" type="radio"/> Yes / No
<ul style="list-style-type: none"><li>holds a remote sellers endorsement <b>OR</b> operated a lawfully established delivery operation before Level 4 came into effect <b>OR</b> otherwise been approved to sell alcohol online by its local licensing authority</li></ul>	<input checked="" type="radio"/> Yes / No
<ul style="list-style-type: none"><li>has, in line with the Government's requirements:<ul style="list-style-type: none"><li>o minimised or eliminated physical interactions amongst staff and with suppliers, carriers and customers</li><li>o ensured appropriate health, hygiene and safety measures are in place</li><li>o restricted its business activity to only what is essential during the Alert Level 4 period</li></ul></li></ul>	<input checked="" type="radio"/> Yes / No <input checked="" type="radio"/> Yes / No <input checked="" type="radio"/> Yes / No
<ul style="list-style-type: none"><li>will continue to comply with all directions and requirements of regulators, licensing authorities, and Government.</li></ul>	<input checked="" type="radio"/> Yes / No
<ul style="list-style-type: none"><li>will promptly notify Amatil of any material changes to its situation</li></ul>	<input checked="" type="radio"/> Yes / No
As an authorised representative of the Customer, I acknowledge that Amatil reserves the right to cease supply to the Customer where Amatil determines (in its sole opinion) that the Customer:	
<ul style="list-style-type: none"><li>does not meet the criteria of an 'essential business' (as set out at <a href="http://www.covid19.govt.nz">www.covid19.govt.nz</a>)</li><li>can no longer provide the confirmations required above</li><li>has done anything that could compromise or put at risk the safety or health of Amatil's employees or contractors</li></ul>	
Electronic Signature of Authorised Representative	<small>[please type your name here, or insert a scanned image of your signature]</small> 
Email Address of Authorised Representative	Ferryheadsl@gmail.com
Date	8/04/2020



## SUPER LIQUOR: ONLINE SALES AND CONTACTLESS ALCOHOL DELIVERY FRANCHISEE SIMPLE CHECKLIST

Task	Completed (tick)
Read through the 'Super Liquor: Online Orders and Contactless Alcohol Delivery Requirements' document and ensure you understand your obligations.	✓
Read and sign the 'Franchisee Alcohol Delivery (for Online orders) Opt-In Acknowledgement & Agreement Form' and return to SLSO or your Franchise Manager with a picture of your Store Liquor Licence.	✓
Complete and sign the LION 'Essential Business' Form and return to your LION Rep.	✓
Complete and sign the CCA 'Essential Business' Form and return to your CCA Rep.	✓
Contact your local licensing inspector and talk through the 'Requirements' document with them (this is your 'PLAN').	✓
Contact and speak to your store staff team members to inform them of your plans to offer the delivery service and ensure they are comfortable to return to work. Get verbal agreement from your staff member that they acknowledge and understand they will have to comply with strict hygiene and safety processes and remote sales regulations.	✓
Ensure you have your 'Hygiene Pack' and distribute to team members their Personal Protective Equipment (PPE) e.g. Masks, Gloves, Disinfectant Spray, etc.	✓
Conduct a team member <b>training session</b> to demonstrate how to use the PPE and how to effectively clean areas identified in the Hygiene Requirements of your Super Liquor document.	✓
Conduct a training session to ensure that those team members who will be receiving the orders (via email / Facebook / phone) clearly understand the <b>order process</b> including payments and especially the DOUBLE age verification requirement.	✓
Ensure your team member who will be <b>conducting the deliveries</b> understands the process i.e. requirement to wear PPE at all times, contactless delivery, cleaning of vehicle, etc.	✓
Create a <b>prepping area</b> in store where you will package the orders.	✓
Create an account with OfficeMax and order your <b>packaging equipment</b> (to be delivered to your store via courier from OfficeMax)	✓
Place <b>orders for stock</b> with your key suppliers to ensure you have adequate stock.	✓
Check that your store has been set up for <b>advertising and communication</b> on both: a) The Super Liquor Website page b) Your store Facebook site	✓
Nominate a team member to manage your <b>Facebook page</b> to ensure you are regularly communicating with your potential customers.	✓
Ensure your team members have the ability to log / note any feedback for attention.	✓
Add your Licensee Details to POS Receipts. Receipts to be used as packing slip and then placed inside item delivery package (ensure team members are using gloves when handling receipt).	✓