



# Section 39

## Liquor Licensing

A liquor licence from the Department of Racing, Gaming and Liquor is required to be obtained for the sale of liquor from a premises. Prior to submitting an application for a Liquor Licence for a premises located in the city, the applicant must seek a Section 39 (Certificate of Local Health Authority) and/or Section 40 (Certificate of Local Planning Authority) from the City of Perth.

Section 39 and 40 Certificates apply to:

- The granting or removal of a licence;
- The altering or redefinition of a venue including renovations;
- An application for an alfresco area; and
- Applications for 'liquor without a meal' permits.

### *Section 39 (Certificate of Local Health Authority)*

A Section 39 Certificate is required to state whether or not the premises complies with all relevant requirements of the Health Act 1911, the Food Act 2008, the Local Government Act 1995, the Building Act 2011 and any written law applying to the sewerage or drainage of those premises.

## Application requirements

To help ensure that an assessment is made in a timely manner, applicants should ensure that all application forms, fees and supporting documentation are submitted at the time of lodging an application. If an application is incomplete then it is not valid and accordingly will not be processed until all the required information has been submitted.

### *Section 39 (Certificate of Local Health Authority)*

- Completed application form and checklist
- Application fee \$81.50
- Completed Page 2 Liquor Control Act 1988 Certificate of Local Planning Authority - Section 39 application form

### *Section 40 (Certificate of Local Planning Authority)*

To obtain a section 40 application form and information kit please go to the planning section on our website.

## Enquiries

For further enquiries please contact the City's Health and Activity Approvals Unit 9461 3218.



# Section 39 Application Form

## Applicant details

Name (business or individual):

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Postal address:

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### Contact details

Name:

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Phone number:

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Mobile number:

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Email address:

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### Premises details

Name:

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Lot No: Street number:

.....

Street name:

.....

Suburb:

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### Development approval

Development approval related to this application (if applicable)

DA number (eg 2011/5349): 20 /

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Applicant	Office use	Checklist
<input type="checkbox"/>	<input type="checkbox"/>	Completed application form
<input type="checkbox"/>	<input type="checkbox"/>	Application fee \$81.50
<input type="checkbox"/>	<input type="checkbox"/>	Page 2 Certificate of Local Health, Liquor Control Act 1988 - Section 39

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## Lodgement Options

### In Person

City of Perth  
Customer Service Counter  
Ground Floor, 27 St Georges Terrace, PERTH  
Payments can be made by Cash, Cheque, EFTPOS  
or by Credit Card\*  
Cashiers Hours - Monday to Friday, 8:30am to 4.30pm  
(Excl Public Holidays)

### By Post

Health and Activity Approvals Unit  
City of Perth  
GPO Box C120  
PERTH WA 6839

### Payment Method

Please indicate your preferred method of payment:

Cheque (please make payable to the City of Perth)

Credit card (Visa, Mastercard or Amex)

### Credit Card Details

NOTE: For security reasons, the City of Perth cannot accept written credit card details. Therefore, please provide the name as displayed on your credit card, and sign below to authorise the City of Perth to debit that credit card. \*Credit card payments are limited to \$10,000 per card, per application, per year. MasterCard, Visa and Amex cards are accepted.

The City of Perth will contact you to obtain your credit card number.

Name on card:

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Signature:

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Date: / /

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### Privacy

The personal information collected on this form will only be used by the City of Perth for the sole purpose of providing requested and related services. Information will be stored securely by the City and will not be disclosed to any third parties without your express written consent.

### Copyright

I authorise the City of Perth to reproduce any attachments provided with this form for internal purposes only.