

**REPUBLIC OF SOUTH AFRICA
NATIONAL LIQUOR AUTHORITY**

INSTRUCTIONS

This form is prescribed for use in terms of section 16(2) of the Liquor Act, 2003.

In terms of Regulation 17(1) of the National Liquor Regulations, 2004, this form must be filed within 7 days after a registrant applies for provincial registration as a retailer or micro-manufacturer.

The registrant must sign this form in the space provided.

There is no fee for filing this form.

CONTACTING THE NATIONAL LIQUOR AUTHORITY

National Liquor Authority
77 Meintjes St.
Private Bag X 84
Pretoria 0001
Republic of South Africa
tel: 0861 843 384
fax: 27 012 394 0555
email: nationalliquorauthority@thedll.gov.za

FORM NLA 13

**Notice of Application for Registration as a
Retailer or Micro-manufacturer**

DATE: _____ REFERENCE #: _____

TO: THE MINISTER OF TRADE AND INDUSTRY

Please take notice that the registrant under the above referenced registration applied on _____ to be registered as

___ a liquor retailer

_____ indicate category of registration sought

___ a micro-manufacturer

in the following province or provinces, under the application numbers shown (if number has been assigned):

Province _____ Application # _____

Province _____ Application # _____

Province _____ Application # _____

Use separate sheet for additional provincial applications, if needed.

REGISTRANT'S SIGNATURE, NAME AND ADDRESS

NAME AND ADDRESS OF BUSINESS TO BE PROVINCIALLY REGISTERED, IF DIFFERENT

REPUBLIC OF SOUTH AFRICA

NATIONAL LIQUOR AUTHORITY

INSTRUCTIONS

This form is prescribed for use in terms of section 16 of the Liquor Act, 2003.

In addition to filing this Form, the applicant must pay the required filing fee set out in Regulation 17 of the National Liquor Regulations, 2004.

The registrant must sign this form in the space provided.

Within 30 days after the filing of this form, the National Liquor Authority will advise the registrant whether the Minister accepts the proposed changes, or will conduct a review of the registration, with a view to proposing new or altered conditions of registration in terms of section 16(4) of the Liquor Act, 2003.

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FORM NLA 14

Notice to Alter or Relocate Registered Activities

DATE: _____ REFERENCE #: _____

TO: THE MINISTER OF TRADE AND INDUSTRY

Please take notice that, with effect from _____ (date) the registrant under the above referenced registration proposes to:

_____ relocate the premises at or from which it carries out its registered activities, to the following new location:

_____ alter the nature or conduct of its registered activities in the manner set out in the attached covering letter.

REGISTRANT'S SIGNATURE, NAME AND ADDRESS:

REPUBLIC OF SOUTH AFRICA
NATIONAL LIQUOR AUTHORITY

INSTRUCTIONS

This form is prescribed for use in terms of section 16 of the Liquor Act, 2003.

In terms of section 24 of the Liquor Act, 2003, this decision is subject to review or appeal to the extent provided for and in accordance with the Promotion of Administrative Justice Act, 2000, (Act No. 3 of 2000).

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FORM NLA 15
Alteration of Location or Conduct of
Registered Activities

DATE: _____

REFERENCE #: _____

TO: _____

Please take notice that :

_____ The National Liquor Authority, on behalf of the Minister of Trade and Industry, accepts the registrant's proposed alteration of location or conduct of registered activities, as notified in Form NLA 14 dated _____.

_____ The National Liquor Authority, on behalf of the Minister of Trade and Industry, hereby advises the registrant that it will conduct a review of the registrant's conditions of registration in light of the registrant's proposed alteration of location or conduct of registered activities, as notified in Form NLA 14 dated _____.

NATIONAL LIQUOR AUTHORITY
FOR THE MINISTER OF TRADE AND INDUSTRY

REPUBLIC OF SOUTH AFRICA

NATIONAL LIQUOR AUTHORITY

INSTRUCTIONS

This form is prescribed for use in terms of section 17 of the Liquor Act, 2003.

In terms of section 17(3) of the Act, any person may submit this form at any time before the appointment of an administrator of the estate of the registrant.

In addition to completing this form, the applicant must -

(a) give notice of this application to any person having a financial interest in the estate of the registrant;

(b) provide the Minister with proof of such notice; and

(c) if the Proposed Appointee is a registrant or registered person, a separate sheet setting out details of such registration must be filed.

The person proposed to be appointed must sign below the statement of consent to the appointment.

The applicant must sign below the statement of certification.

The fee for filing this form is set out in Regulation 11 of the National Liquor Regulations, 2004.

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FORM NLA 16

Application for Appointment of Person to Conduct Registered Activities on an Interim Basis

DATE: _____ REFERENCE #: _____

TO: THE MINISTER OF TRADE AND INDUSTRY

Please take notice that the applicant named below requests the Minister to appoint a person to conduct the registered activities of the registrant under the above referenced registration, on an interim basis, on the grounds that -

1. On _____ (date) the registrant -
 Died. Became insolvent.
 Was placed under curatorship.
2. No administrator of the registrant's estate has yet been appointed.
3. There are reasonable grounds to believe that an administrator will be appointed by _____ (date).

REGISTRANT'S NAME AND ADDRESS:

NAME, ADDRESS AND CONSENT OF PROPOSED APPOINTEE:

I consent to being nominated by this application, and to being appointed in terms of section 17 of the Liquor Act, 2003. If appointed, I will conduct the registered activities in the name of the registrant in compliance with the Act and any conditions of that registration. I am ___/ am not ___ a registrant. I am ___/ am not ___ a registered person.

NAME, ADDRESS AND CERTIFICATION OF APPLICANT:

I certify that, to the best of my knowledge and belief, the proposed appointee is not disqualified in terms of section 11(2) of the Liquor Act, 2003, and that the information set out above is true.

REPUBLIC OF SOUTH AFRICA
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INSTRUCTIONS

This form is prescribed for use in terms of section 21 of the Liquor Act, 2003.

In terms of Regulation 17 of the National Liquor Regulations, 2004, the registrant, or the administrator of the estate of a registrant, may file this form.

The person filling the form must specify a date on which the cancellation of registration is to take effect. In terms of section 21 (b) of the Act, the cancellation date must be at least seven days after the date of this notice.

The registrant must sign this form in the space provided.

There is no fee for filing this form.

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FORM NLA 17

Notice of Voluntary Cancellation of Registration

DATE: _____ **REFERENCE #:** _____

TO: THE MINISTER OF TRADE AND INDUSTRY

Please take notice that the registrant under the above referenced registration wishes to voluntarily cancel that registration with effect from _____.

The reasons for cancellation are:

The registrant's undertakes to fulfil any conditions of registration, or obligations in terms of the Act that are outstanding as of the date of this notice, or that may arise on or before the date of cancellation.

REGISTRANT'S SIGNATURE, NAME AND ADDRESS:

REPUBLIC OF SOUTH AFRICA
NATIONAL LIQUOR AUTHORITY

INSTRUCTIONS

This form is prescribed for use in terms of section 22 of the Liquor Act, 2003.

In terms of section 22 of the Liquor Act, 2003, the liquidator or trustee of an estate of a registrant must submit this form to the Minister within 6 months after the date of sequestration or winding up of the registrant.

To request an extension of time for filing this notice, please submit an application in Form NLA 0.

The liquidator or trustee must sign this form in the space provided.

There is no fee for filing this notice.

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FORM NLA 18
Notice of Sequestration or
Winding-up of Registrant

DATE: _____ **REFERENCE #:** _____

TO: THE MINISTER OF TRADE AND INDUSTRY

Please take notice that the registrant under the above referenced registration has been:

___ Placed under sequestration, with effect from _____

___ wound up, with effect from _____

REGISTRANT'S NAME AND ADDRESS:

NAME, ADDRESS AND SIGNATURE OF LIQUIDATOR OR TRUSTEE:

REPUBLIC OF SOUTH AFRICA
NATIONAL LIQUOR AUTHORITY

INSTRUCTIONS

This form is prescribed for use in terms of section 25 of the Liquor Act, 2003.

When exercising the powers of an Inspector in terms of the Liquor Act, 2003, the inspector is a peace officer as defined in section 1 of the Criminal Procedure Act, 1977, and may exercise the powers conferred on a peace officer by law.

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FORM NLA 19
Inspector's Certificate

DATE: _____ **CERTIFICATE #:** _____

THE MINISTER OF TRADE AND INDUSTRY HEREBY APPOINTS

to be an Inspector for the purposes of the Liquor Act, 2003, to investigate complaints in terms of the Act, to monitor and enforce compliance with the Act, and to perform any other functions and exercise any other powers conferred on an Inspector in terms of the Liquor Act, 2003.

NATIONAL LIQUOR AUTHORITY
FOR THE MINISTER OF TRADE AND INDUSTRY

REPUBLIC OF SOUTH AFRICA NATIONAL LIQUOR AUTHORITY

INSTRUCTIONS

This form is prescribed for use in terms of section 26 of the Liquor Act, 2003.

The complainant must sign this form in the space provided.

FORM NLA 20 Complaint

DATE: _____ COMPLAINT #: _____

TO: THE MINISTER OF TRADE AND INDUSTRY

The complainant named below states that

has acted in contravention of the Liquor Act, 2003.

The act or omission that constitutes a contravention of the Act occurred at:

on or about _____

The nature of the alleged contravention is:

Particulars of the alleged contravention are set out on the sheets attached to this form.

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COMPLAINANT'S SIGNATURE, NAME AND ADDRESS:

REPUBLIC OF SOUTH AFRICA
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INSTRUCTIONS

This form is prescribed for use in terms of section 31 of the Liquor Act, 2003.

In terms of section 31 of the Liquor Act, 2003, this notice remains in force until an inspector issues a compliance certificate in respect of it, unless it is cancelled or modified by the Minister in terms of section 32, or by a court in terms of section 33.

Within 21 days after receiving this notice, the person to whom it is issued may file an objection, in Form NLA 22.

In terms of section 32 (1)(b) of the Liquor Act, 2003, the Minister may extend the time for filing an objection. If you wish to apply for an extension of time, please file form NLA 0.

In terms of section 32 of the Liquor Act, 2003, in response to an objection filed against this notice, the Minister may confirm, modify or cancel this notice.

In terms of section 33 of the Liquor Act, 2003, a decision by the Minister in terms of section 32 is subject to review or appeal to the extent provided for and in accordance with the Promotion of Administrative Justice Act, 2000 (Act No. 3 of 2000).

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FORM NLA 21
Compliance Notice

DATE: _____ **REFERENCE #:** _____

To: _____

Please take notice that the inspector named below states that you have failed to comply with the following provisions of the Liquor Act, 2003:

The particulars of your failure to comply are as set out on the attached sheet.

You are hereby required to take the actions, or cease the actions, set out in the attached sheet, within the time specified in respect of each of them.

Failure to comply with this notice may result in any of the following penalties:

Prosecution in terms of section 34 (2)(h) for the offence of failure to comply with this notice, for which the penalty upon conviction is a fine not exceeding R 500 000 or imprisonment for a term not exceeding one year

_____ Prosecution for an offence in terms of section _____ of the Act, for which the penalty upon conviction is a fine not exceeding R _____ or imprisonment for a term not exceeding _____.

Cancellation of registration number _____, for failure to comply with this notice, in terms of section 20(3) of the Act.

INSPECTOR'S NAME AND CERTIFICATE NUMBER