

The Ward Committee

1. RE: APPLICATION FOR A LIQUOR TRADING REGISTRATION CERTIFICATE IN TERMS OF THE EASTERN CAPE LIQUOR ACT, 2003 (ACT 10 OF 2003) (“the Act”)

Section 22(2)(d)(i) of the Act read with **Regulations 3** provides for a notice to be served on the Ward Committee of the area where the premises intended to be registered for liquor trading are situated. The Ward Committee is then expected to convene a meeting and consider the implications of the application with the members of the community and a written report should be presented to the Board and to the relevant municipal council.

You are therefore requested to confirm the consultative process to have taken place by completing and returning the form attached hereunder within thirty (30) days.

Your anticipated cooperation and assistance in this regard is greatly appreciated.

Regards,

EASTERN CAPE LIQUOR BOARD

2. CONFIRMATION OF A COMMUNITY CONSULTATIVE PROCESS REGARDING AN APPLICATION FOR LIQUOR REGISTRATION

I hereby confirm that a consultative process was embarked on with the community of:

Ward No.		Suburb/Village	
City/Town			
Municipality			
Ward Councillor			

The community is fully aware of **Regulation 5** of the Act which states that objections, if there are any, should be lodged timeously within twenty-eight (28) days of the application, indicating clearly the name, identity number, residential and postal address and telephone number, where applicable, of the person objecting. Herewith attached is proof of consultation in the form of a comprehensive report and a meeting attendance register.

This further serves to confirm that:

- there is/are educational institution/s within the prescribed radius **YES | NO**
- there is/are places of worship within the prescribed radius **YES | NO**
- health and safety matters meet the minimum municipal requirements **YES | NO**

4. REPORT BY WARD COUNCILLOR

4.1 Was there any objection or concern raised at the meeting?	Yes	No
<i>If so, please give a detailed description of objections or concerns raised at the meeting</i>		

4.2 Was the application for registration supported	Yes	No
<i>If so, please give a detailed description of the support</i>		

4.3 Was the applicant present or represented in the meeting	Yes	No
4.4 Was the applicant afforded an opportunity to make representation	Yes	No
<i>Please provide details</i>		

4.5 Were the relevant municipal departments consulted in relation to this application?	YES	NO
<i>Please provide details</i>		

4.6 Is a copy of this submitted to the municipal council for consideration?	YES	NO
<i>Please provide details</i>		

4.7 Does the ward committee support the application?	YES	NO
<i>Please provide details</i>		

Signed at _____ on this _____ day of _____ 20____

Signature: _____
(Chairperson of the Ward Committee)

Full Name: _____
(Chairperson of the Ward Committee)

