

# Special Licences

## How do I know if I need a Special Licence?

### Private Function in a Licensed Club

I am having a private function (birthday, wedding) at a club where they will be selling alcohol to me and my guests. I am not a member of the club.

If you are not a member of the Licensed Club and want alcohol to be sold at your function.  
**YES** you will need a special licence.

### Private Function in a non-licensed premises

I am having a wedding/birthday party at a non-licensed premises where I will be supplying the alcohol **FREE** to my guests.

**NO** you do not need a special licence.

### Private Function in a non-licensed premises

I am holding a fundraiser / conference / social event where the ticket price includes alcohol **OR** I will be selling alcohol to ticket holders.

**YES** you do need a special licence (on-site).

### Event in a Public Place

I am having a function in a public place where I will be **selling** alcohol to members of the public.

**YES** you will need a special licence.

### Event in a Public Place BYO

I am holding an event in a public place where members of the public will be bringing their own alcohol. The event is **NOT** in a liquor ban area.

**NO** you do not need a special licence.

If the event is to be held in a liquor ban area a special licence or Council permission will be required.

### Stall in a Public Place

I will have a stall at an event in a public place where free samples will be given away, but alcohol will only be sold to be taken away.

**YES** you do need a special licence (off-site).

### Bus Trip

My team mates and I would like a few drinks on the bus after our match.

**YES** you do need a special licence (conveyance).

If you require any further assistance please contact the Licensing Administrator on 03 539 5521