



NOTIFICATION OF USE OF CATERING LICENCE

This form shall be completed as notification of functions for which the Liquor Establishment’s Catering Licence is being used. Please forward to the NLC **two weeks** prior to the date of the proposed function(s).

Name of Licensee: _____

Licence #: _____

Name of Establishment: _____

Address: _____

Telephone number: _____

Contact person: _____

Date and Time (start and end)	Type of Function	Premises	Location

What arrangements will be made regarding the provision of food at such functions?

NOTE: This notification must be accompanied by **Verification of Food Establishment Licence**, an **Occupancy Permit** and a **Capacity Card** issued by the Provincial Fire Commissioner.

Signature of Licensee

Date

Completed notifications may be submitted via email, fax or mail:

Email: corporateservices@nliquor.com

Fax: 709-753-8625

Newfoundland Labrador Liquor Corporation
P.O. Box 8750, STN. A
St. John's, NL A1B 3V1
Attention: Regulatory Services

APPROVED BY NEWFOUNDLAND LABRADOR LIQUOR CORPORATION:	
Signature: _____	(Liquor Licensing) Date: _____

PRIVACY NOTICE The above information is collected under the authority of section 61(c) of the *Access to Information and Protection of Privacy (ATIPP) Act, 2015*. The information is collected for the purpose of administration and determining eligibility for the issuance of a licence. Personal information collected by NLC is protected under the *ATIPP Act*. If you have any questions about the collection or use of this information, please contact NLC’s ATIPP Coordinator at (709) 724-1159.