

Request by a barred person to change or cancel a barring order

Liquor Control Reform Act 1998

OFFICE USE ONLY

06/13

Date Rec'd / /

File No. _____

Important

1. Before completing this form, please read the reverse side for information about how to seek a review by the Victorian Commission for Gambling and Liquor Regulation (VCGLR) to change or cancel the barring order.
2. If you intend to make a request, you **must attach a copy of the barring order** to the completed form and send the form and supporting documentation to:
Manager, Licensing Regulation
Victorian Commission for Gambling and Liquor Regulation
GPO Box 1988
Melbourne VIC 3001

Barring order reference number

Applicant details

Name of barred person making this application

Residential address

Postcode

Daytime contact phone number

Email address

Licensed premises details

Name of premises where barring order was issued

Address of premises

Postcode

Liquor licence number

Barring order details

The barring order was issued for the following period:

Commencement date

Commencement time

Expiry date

Expiry time

Before making this request, have you previously asked the person who issued the barring order to change or cancel the order?

Yes

Please attach supporting documentation that describes the reasons why your request was refused.

No

Please attach supporting documentation that describes why you have not sought a review from the person who issued the barring order.

Reasons for your application

Are you requesting the Director to change or cancel the barring order?

Yes, change

Yes, cancel

Please state your reasons why the barring order should be changed or cancelled (please attach an extra sheet of paper if necessary).

Have you completed all the sections of this form and attached supporting documentation (including a copy of the barring order)?

Yes

No

Signature of applicant

Date

Privacy – the Victorian Commission for Gambling and Liquor Regulation is committed to responsible and fair handling of personal information consistent with the *Privacy and Data Protection Act 2014* and its obligations under the *Liquor Control Reform Act 1998*. All information provided in this application is available for public viewing, except for the questionnaire form (if applicable) which is forwarded to and retained by Victoria Police.



Information for barred persons who wish to request a review to change or cancel their barring order

Under section 1061 of the *Liquor Control Reform Act 1998*, if you are issued a barring order, you can request the person who issued the order to change or cancel it.

The VCGLR also has the power to change or cancel a barring order.

Please note that the power to review is not intended to operate as a general appeals process. Instead, this power will be used sparingly to make minor changes to barring orders such as an incorrect name or wrong address. The VCGLR may also consider reducing the time length of the barring order.

In order to make an informed decision about changing or cancelling the barring order, the VCGLR will contact the person who issued the order to find out why it was issued, and if any attempt to change or cancel the barring order has been previously requested.

The barred person **must** attach a copy of the barring order to the 'review request'. If the barring order cannot be located, the barred person should ask for a copy from the person who issued the order.

Ensure that a copy of the barring order is attached to the form

Additional documentation

before submitting the request to the VCGLR. If the barring order cannot be located the barred person should ask for a copy from the person who issued the order.

Depending on the request the following information will assist the decision to change or cancel the barring order:

- a statutory declaration that the barred person has been unsuccessful in their attempt to have the barring order changed or cancelled by the person who issued the order
- a statutory declaration that the person identified in the barring order was not present at the time the barring order was issued, and a further statutory declaration by a person to confirm that the person identified in the barring order was with them and not at the licensed premises
- any other supporting information to support the request.

