



COUNTY GOVERNMENT OF NYERI

NYERI COUNTY ALCOHOLIC DRINKS CONTROL ACT 2024

APPLICATION FOR A TEMPORARY ALCOHOLIC DRINK LICENCE/
TEMPORARY EXTENSION ALCOHOLIC DRINK LICENCE

1. Name of Applicant
 2. Applicant's postal address
 3. Contacts of the applicants.....
 4. Type and number of licence held
 5. Type of licence required.....
 6. Address to which temporary licence should be made applicable
 7. Period for which temporary licence required.....
 8. Extension times applied for
.....
 9. Reason for extension.....
.....
.....
- Signature of Applicant
- Date.....

For Official use only

Approval by a County/Sub County Environmental Officer

NameSignature and stamp.....

Receipt No..... Date.....

Approval by the Sub- County Administrator

NameSignature and stamp.....

Receipt No..... Date.....



COUNTY GOVERNMENT OF NYERI

NYERI COUNTY ALCOHOLIC DRINKS CONTROL ACT 2024



PARTICULARS CONCERNING MEMBERS / PROPRIETARY CLUBS

[To be completed in block capitals]

THESE PARTICULARS relate to an application which has been made for the grant of members club license.

PARTICULARS

1. Full name of applicant.....
2. Name of club concerned
3. Address and location of club premises
4. State whether the club is registered or exempted from registration under the provisions of the law for the time being relating to companies or societies
- Registration No.
5. Particulars of types or categories of membership existing
6. Total membership of club.....
7. State whether entrance fees or subscriptions are payable
8. Give details of the objects or purposes for which the club is established
-
-
9. State whether any persons, other than members', may pay for or be charged for food, drink or accommodation offered by the club.....
-
-
10. State whether the club is a members' club or a proprietary club; that is, who owns the club property, the freehold title or leasehold title to the land upon which the club is situated, and who retains any profits earned or made by the club.
-
-
11. State whether any limit is imposed on temporary membership and whether temporary members are required to pay both entrance fees and subscriptions
-
-
12. Particulars of the applicant's office or position in the club

I,the applicant, hereby declare
that the foregoing particulars are correct in every detail.

Contacts of the applicants

Date

Signature of Applicant

FORM 6

(r. 7(2))



COUNTY GOVERNMENT OF NYERI
NYERI COUNTY ALCOHOLIC DRINKS CONTROL ACT
2024



ALCOHOLIC DRINK LICENCE

S/No.

(This licence is granted under the provisions of the Nyeri County Alcoholic Drinks Control Act, 2024)

TYPE OF LICENCE

NAME OF LICENCE.....

BOX TEL

LOCATION PLOT No.

Allowed to operate from (time)

.....

Fees paid KSh.....

DATE OF ISSUE EXPIRY DATE

NAME OF OFFICER Designation

Sign Date

(Official Stamp)

FORM 7
7(2))

(r.



COUNTY GOVERNMENT OF NYERI
NYERI COUNTY ALCOHOLIC DRINKS CONTROL ACT,
2024



TEMPORARY ALCOHOLIC DRINK LICENCE

No.

This Temporary Alcoholic Drink Licence is granted under the provisions of the Nyeri County Alcoholic Drinks Control Act, 2024 to
or being the holder of a
Alcoholic Drink Licence No. and authorizes the licensee to sell
..... alcoholic drink at

This licence is valid from to

This licence is issued subject to the provisions of the Nyeri County Alcoholic Drinks Control Act, 2024 and the following conditions

Fee paid: Sh.

Date of issue

Chair, Sub County Committee

FORM 8

(r. 7(2))



COUNTY GOVERNMENT OF NYERI
 NYERI COUNTY ALCOHOLIC DRINKS CONTROL ACT 2024
 TEMPORARY EXTENSION ALCOHOLIC DRINK LICENCE



LICENCE No.

This Temporary Extension Alcoholic Drink Licence is issued to
 being the holder of a Alcoholic Drink Licence,
 No., and authorizes the licensee to sell
 alcoholic drink at from o'clock in the
 afternoon until o'clock in the
 noon on

This Temporary Extension Alcoholic Drink Licence is granted subject to the provisions
 of the Nyeri County Alcoholic Drinks Control Act, 2024 and to the following conditions

.....
 .

 .

 .

Fee paid: KSh.

Date of issue

For official use only

Approval by Director/Sub-County Administrator

Name

Date.....

Signature and stamp.....

FORM 9

S.R. No.....of 20___/20___

COUNTY GOVERNMENT OF NYERI

DEPARTMENT:

IMPOUNDED GOODS/ITEM REGISTER

Sub-County: Date:/...../.....

Shopping Centre:

Pursuant to sections 71 of the Nyeri County Alcoholic Drinks Control Act 2024, the following goods/items have been impounded/confiscated for non-payment of:

(i) Alcohol Licenses []

(ii) Others please specify below;

1.

2.

3.

List of Impounded goods / Items / Machinery e.t.c.

1.

2.

3.

4.

5.

Items/goods should be collected at office within a period of 14 days upon payment of the relevant penalties, fees or charges. Failure to that, legal action will be taken.

Arresting officer: Mr. /Ms.ID / PF. No.

Sign: Date:

Witnessed by: Mr. /Ms.ID / PF. No.

Sign:Date:

Owner: Phone No. ID. No

Sign:Date:
.....

Entered in the Office Register No. Page / Folio No. by Mr.
/

Ms.

PF. No. Designation

office on date/...../2020.

Signature:

FORM 10

COUNTY GOVERNMENT OF NYERI



THE OFFICE OF THE GOVERNOR

DIRECTORATE OF ALCOHOLIC DRINKS CONTROL & MANAGEMENT

LIQUOR OUTLET INSPECTION/EVALUATION CHECKLIST

NAME OF THE OWNER.....MOBILE No.
.....

APPLICANT NO. IN THE LIST..... TYPE OF LICENCE
APPLIED.....

(Tick: New/Renewal/Upgrade) LOCALITY (Ward).....Shopping
Centre:

INSPECTION CHECKLIST

DATE OF INSPECTION:

NAME OF OUTLET:

S/No.	PARAMETER	CHECK WHERE APPROPRIATE		REMARKS
1 ADMINISTRATOR	Suitability of the premises with regard to the Nature of the licence being sought/applied for:			
	Proximity of the premises to learning institution (300 meters).	YES	NO	
	Is the premises in Zone A?			
	Is the premises in Zone B			
	Is the premises in Zone C?			
	Does the owner have a previous criminal record?	YES	NO	
	Owners general conduct	YES	NO	

S/No.	PARAMETER	CHECK WHERE APPROPRIATE		REMARKS
	Is the general security in the area good?	YES	NO	
2 PHYSICAL PLANNER	Conformity of the premises to the prescribed requirements of the Occupational Safety and Health Regulations			
	Is the premises secure?	YES	NO	
	If new, does the premises have an occupational certificate?	YES	NO	
	Are the prescribed warning signs displayed?	YES	NO	
	Has the proprietor displayed the Hours of Operation at the entrance of the bar area?	YES	NO	
	Entry point/emergency exit	YES	NO	
	Is the premises within a residential area?	YES	NO	
	Firefighting equipment	YES	NO	
	Status of the building/land use	YES	NO	
	Is the business compatible with the other users?	YES	NO	
	Is there encroachment on agricultural lands?	YES	NO	
	Is the premises a duly approved and completed development?	YES	NO	
	Are there extension structures on verandas and balconies?	YES	NO	

S/No.	PARAMETER	CHECK WHERE APPROPRIATE		REMARKS
	Is the premises located adjacent to a road, street or lane whose main entrance is facing the said road, street or lane?	YES	NO	
3	Infrastructure and equipment necessary to carry out the business applied for/type of the building			
PHO	Is the premises in a good state of repair?	YES	NO	
	Are there adequate and proper sanitary facilities for both genders?	YES	NO	
	Are there adequate measures taken to ensure sale area is not accessible to persons under eighteen years?	YES	NO	
	Are the equipment used e.g Glasses in good condition?	YES	NO	
	Is there provision of running water for washing utensils, a sink and proper drainage?	YES	NO	
	Are there proper provisions/facilities for solid waste disposal?	YES	NO	
	Is there adequate ventilation and lighting?	YES	NO	
	Is the premises' drinking area space adequate? ie. at least 20m ²	YES	NO	

S/No.	PARAMETER	CHECK WHERE APPROPRIATE		REMARKS
	For Hotel/Bar and Restaurant category:			
	A) Functional kitchen	YES	NO	
	B) Beer Hall measuring at least 20m ²	YES	NO	
	C) Separate Dining Hall	YES	NO	
	D) For hotels, are there suitable rooms for accommodation?	YES	NO	State the number of rooms:
	PHO'S REMARKS			
4	Licenses			
	Public Health Licence (current) FY/.....	YES	NO	
	Liquor license (for renewal, previous licence)			

S/No.	PARAMETER	CHECK WHERE APPROPRIATE		REMARKS
	FY/.....			

Signed & confirmed by:

(1).....S C Administrator

(2)..... D.C.C

(3).....P/H Officer

(4).....Physical Planner

(5).....Committee
Member

(6).....Committee
Member

(7).....Committee
Member

(8) Name..... Sign.....Bar Owner/ Agent

Remarks/Observations/Recommended/Not recommended.....

.....

.....

.....

.....

Approved/Not approved

.....

.....

.....

County Liquor Committee Chairperson

Appeal approved/Not approved

.....

.....

SECOND SCHEDULE

Types of licenses Permitted

ZONE	AREA	LICENSES PERMITTED
Zone A	Nyeri Town, Kingongo, Ruringu, Karatina Town, Othaya Town, Mukurweini Town and Narumoru Town. <i>(Excluding alcohol free zones)</i>	All licenses are permitted including Wines and Spirits Depots Whole sale and Franchise Premises
Zone B	Kiawara, Kiganjo, Chaka, Mweiga, Kamakwa, Giakanja, Kangemi, Gatitu, Gakindu Shopping Centre and Jambo <i>(Excluding alcohol free zones)</i>	All licenses are permitted including Wines and Spirits Depots, Whole sale and Franchise Premises
Zone C	All other shopping centers within the County <i>(Excluding alcohol free zones)</i>	Only Hotels and On Bar licenses and Manufacturing plants are permitted. (Wines and Spirits Depots and Bar and Restaurants are NOT permitted.)

THIRD SCHEDULE

[Regulation 16.]

LICENCE HOURS, CONDITIONS AND EXCEPTIONS
 LICENSE HOURS TO BE DISPLAYED PROMINENTLY AT THE ENTRANCE OF
 THE ESTABLISHMENT

LICENCES	LICENCE HOURS, CONDITIONS AND EXCEPTIONS
1. Alcoholic Drink Licence (On licence) for retail outlets commonly known as Bar	Authorized to sell alcoholic drink:
	(a) From Monday to Friday during the hours of 5.00 p.m. to 11.00 p.m.
	(b) During weekends and public holidays during the hours of 2:00 pm to 11:00 p.m.
3. Supermarket retail Chain stores Alcoholic Drink Licence	Authorized to sell alcoholic drink on any day of the week during the hours of 2.00p.m to 9:00 p.m.
4. Hotel Alcoholic Drink Licence	Authorized to sell alcoholic drink on any day of the week to a lodger for his own consumption and his guest's consumption on the premises, from 1:00 p.m. to 11:00 p.m.
5. Bar and Restaurant Alcoholic Drink Licence	Authorized to operate as specified in the Fourth Schedule and to sell alcoholic drinks on Monday to Friday during the hours of 2:00 p.m. to 11.00 p.m and on weekends and public holidays between 2:00 p.m. and 12:00 a.m. A Bar and Restaurant shall be fitted with a fully functional: Kitchen Dining area; and Beer hall
6. Club Alcoholic Drink Licence (a) Members Club	Authorized to sell alcoholic drink to members on any day of the week at any hour.
(b) Proprietary Club (including Night Club)	Authorized to sell alcoholic drink on any day of the week during the hours of 5.00 p.m. to 3:00 a.m.

7. Theatre Alcoholic Drink Licence	Authorized to sell alcoholic drink during the hours of 5.00 p.m. to 11.00. p.m.
8. Temporary or Occasional Licence	Authorized to sell alcoholic drinks on the day and during the hours stipulated in the Licence by the County Liquor Committee for the purposes of specific occasions, ceremonies or events as indicated in the application.

FOURTH SCHEDULE

FEEES

Licence Fees pursuant to this Regulations are as provided for in the Nyeri Revenue Administration Act and any subsequent amendments thereto.