

This is an official reminder to all liquor licence holders that the annual 'Renewal Period' is approaching. Please read through this key information to help you understand the process. Renewing your licence successfully will ensure its validity for 2022.

STEP-BY-STEP:

- Liquor licensing fees are revised annually ahead of the renewal period.** On 10 September 2021, the Western Cape Government published a draft amendment to the WC Liquor Regulations (2011 as amended) in the Provincial Gazette, with the proposed new licensing fees/tariffs for 2022. A 30-day public comment period is open until 10 October. Following a review of all comments and inputs received, the final amendment to the regulations are published. These amended regulations are available at https://www.wcla.gov.za/official_notices.
- The WCLA issues a Renewal Notice (Form 21A) no later than the 31 October.** If the Renewal Notice is not received, it is still the licence holder's responsibility to pay the prescribed renewal fees on or before 31 December each year.
- The prescribed renewal fee should be paid into the WCLA's bank account.** Use the WCP licence number as the reference and email proof to finance@wcla.gov.za.
- The licence is automatically renewed upon payment of the prescribed fee on or before 31 December.**
- The proof of payment and Renewal Notice must be displayed at the premises.** The WCLA does not issue a new licence each year. The original licence should be displayed at the licensed premises. In the case of a licence subscribed to a biennial renewal cycle, a copy of Form 21B (proof of application to subscribe to the biennial cycle) must also be displayed.
- Failure to pay the renewal fee by 31 December will result in the licence lapsing and late payment penalties.** There is an opportunity to reinstate the licence by paying the renewal fee plus a penalty of 50% by 31 January, or the renewal fee plus a penalty of 100% by 28 February.
- If the renewal fee has not been paid by 28 February, there is one last opportunity to reinstate the licence by applying for condonation by 31 March.** The CEO of the WCLA may condone the failure to pay the renewal fees by the required date and allow a late payment of the renewal fee subject to the completion of Form 21C plus a penalty of 150%. If the CEO grants condonation and the renewal fee and penalties have been paid by the specified date, the licence will be validated until 31 December of that specific year. If the amounts (renewal fee plus penalty) are not paid by the due date, the licence will remain lapsed.
- Licence holders who have opted for a biennial renewal must pay the renewal fee by 31 December of each 2-year cycle.** It is not possible to switch from a biennial renewal back to an annual renewal. To opt into a biennial renewal cycle, Form 21B must be completed and submitted to the WCLA with proof of payment of the biennial renewal fee between 1 and 30 November of that specific year.
- It is of utmost importance that a licence holder's contact details remain up to date to be able to receive all communication relating to the licence.** Please contact the WCLA (details overleaf) to confirm whether we have your correct information. We value your privacy and are fully committed to complying with the Protection of Personal Information (POPI) Act. Please note that your contact details will be used only to remain in contact with you, and to ensure you are kept abreast of all changes related to the Western Cape Liquor Act and the Regulations.

LICENCE RENEWALS IN CONTEXT:

The granting of a liquor licence goes beyond securing permission to trade in liquor. It is a regulated substance due to the associated harms - social, health and economic. Regulation ensures that public interest is considered and prioritised to reduce the negative impact of alcohol on communities, while creating an enabling operating environment for businesses.

Licence renewal fees are utilised by the WCLA largely for enforcement activities to increase compliance and reduce the incidence of under-age drinking, illegal sale of liquor and unsafe trading conditions. The proposed fee increases for 2022 were determined, amongst other considerations, using the Consumer Price Index (CPI) for the current financial year to date (4.8%, as published by Statistics South Africa). This is comparable to the 2021 increase of 4.1%.

Despite the economic impact of COVID-19, we achieved a 96.13% licence renewal rate for 2021, which was a slight improvement from the 95.85% average renewal rate of the previous 3 years. This indicates licence holders' commitment, as responsible corporate citizens, to reduce the harms associated with alcohol and create safer, more cohesive communities.

FOR ANY QUERIES, PLEASE CONTACT US:

021 204 9805

liquor.enquiries@wcla.gov.za

www.wcla.gov.za

Western Cape Liquor Authority,
3rd Floor Sunbel Building,
3 Old Paarl Road,
Bellville, 7530

BANKING DETAILS:

Name of account holder: Western Cape Liquor Authority

Name of bank: Nedbank Ltd. South Africa

Branch code: 198765

Account number: 145 206 9883

Account type: Current Account

Payment reference: WCP licence number

Email proof of payment to finance@wcla.gov.za



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