

Licence Controller Qualification Factsheet

LCQ stands for Licence Controller Qualification

What is the LCQ?

The LCQ is a certificate that shows you have knowledge of the Sale and Supply of Alcohol Act (2012), and the host responsibility skills to be a manager of a licensed premise.

The letters 'LCQ' in a bold, black, sans-serif font, centered within a white circle with a gold border.

By law

Every business that sells alcohol must have a properly qualified person in charge at all times as set out in the Sale and Supply of Alcohol Act (2012). The LCQ is the qualification under the Act.

Who needs an LCQ?

If you work as a manager of a licensed premise, you need to hold the LCQ. Many people have it, even if they're not a manager.



What does the LCQ give me?

You get an LCQ certificate to say you're qualified. You also gain NZQA unit standards 4646 & 16705 on completion of the LCQ course. You can call NZQA on **0800 697 296** or log on to www.nzqa.govt.nz to access your Record of Achievement (RoA) and see if you have these unit standards.

Where do I get trained?

LCQ courses are run by Training Providers in your region. You can find a LCQ Training Provider in your area from: www.serviceiq.org.nz/lcq/lcq-training-providers/



What if I've already been trained?

If you've already been trained, you can confirm this on your NZQA Record of Achievement to see if you have achieved unit standards 4646 or 16705 and apply for an LCQ certificate from ServiceIQ.

Getting the certificate

Once you have completed the course, your Training Provider will apply for your LCQ certificate for you and you will receive your certificate from their office or in the post.



Need a new LCQ certificate?

If you have lost or did not receive your LCQ certificate you will need to send us a certificate request or reprint form, available from www.serviceiq.org.nz/lcq

Applying for your Manager's Certificate

You can apply for your Manager's Certificate after you have your LCQ certificate. You apply for your Manager's Certificate at your local council. Find your local council at www.localcouncils.govt.nz/