

Official use only:

Date received

Payment received

Case Ref:



**APPLICATION FOR A NEW GRANT / CHANGE OF NAME OF A PRIZE GAMING PERMIT
UNDER THE GAMBLING ACT 2005**

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

For use by occupiers / proposed occupiers of premises where facilities for gaming with prizes will be made available

If you are completing this form by hand, please write legibly in block capitals using ink. Use additional sheets if necessary (marked with the number of the relevant question). You may wish to keep a copy of the completed form for your record.

Please refer to guidance notes at the back of this form before completing

Section A – What do you want to do?

1. This application is for: (please tick one box to indicate the type of application)

The grant of a new Prize Gaming Machine Permit (please complete sections B,D & E) ☐

The change in name on the permit due to the existing permit holder's change of name or wish to be known by another name (*please complete sections C, D and E*) ☐

Section B – Applications for grant (includes both new and conversion applications)

2. Are you aware of any premises licence, issued under the Gambling Act 2005, which exists in relation to the premises to which this application relates? If 'yes' please provide details (e.g. premises licence reference number)

3. Are you aware of any club gaming permit, issued under the Gambling Act 2005, which exists in relation to the premises to which this application relates? If 'yes' please provide details (e.g. club gaming permit reference number)

Section C – Change of name

4. What is the name of the permit holder on the existing permit?

5. What is the reference number on the existing permit?

6. What name change is requested by the permit holder?

7. Why is this change in name being requested? (see guidance note 8)

Section D – General Information**Name of premises****Address of premises****Telephone number of premises****E-mail address (optional)****Applicant Details****Name of applicant****Address of applicant****Telephone number of applicant****E-mail address (optional)****If this application is made on behalf of the applicant (e.g. solicitor or agent)****Name of solicitor/agent****Address of solicitor/agent****Telephone number****E-mail address (optional)****Section E – Fee and Signature(s)****£300.00 as payment of the prescribed fee for an application for the grant of a permit** ☐**£25.00 as payment of the prescribed fee for a change of name on a permit** ☐**I confirm that I occupy / propose to occupy the premises to which this application relate** ☐**I confirm that I am 18 years of age or older** ☐**Please note it is an offence under section 342 of the Gambling Act 2005 if a person, without reasonable excuse, gives to a licensing authority for a purpose connected with the Act information, which is false or misleading.****Signature:****Print Name:****Date:****(dd/mm/yyyy)****Capacity:****I/We (print full name and capacity)**

	sign on behalf of and have authority to bind the premises licence-holder
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Guidance notes:

1. This form is to be used for an application for a grant (or to request a change of name) of a prize gaming permit under the Gambling Act 2005 Part 13 and Schedule 14.
2. This permit application is for prize gaming as defined in Section 288 Gambling Act 2005 as follows:
"Gaming is prize gaming for the purposes of this Act if neither the nature nor the size of a prize played for is determined by reference to -
(a) The number of persons playing; or
(b) The amount paid for or raised by the gaming."
3. A number of statutory conditions apply to prize gaming permits under Section 293 Gambling Act 2005 as follows:
 - a) The first condition is compliance with such limits as may be prescribed in respect of participation fees (and those limits may, in particular, relate to players, games or a combination; and different limits may be prescribed in respect of different classes or descriptions of fee).
 - b) The second condition is that -
 - i) all the chances to participate in a particular game must be acquired or allocated on one day and in the place where the game is played,
 - ii) the game must be played entirely on that day, and
 - iii) the result of the game must be made public- (i) in the place where the game is played, and (ii) as soon as is reasonably practicable after the game ends, and in any event on the day on which it is played.
 - c) The third condition is that a prize for which a game is played, or the aggregate of the prizes for which a game is played- (a) where all the prizes are money, must not exceed the prescribed amount, and (b) in any other case, must not exceed the prescribed value.
 - d) The fourth condition is that participation in the game by a person does not entitle him or another person to participate in any other gambling (whether or not he or the other person would also have to pay in order to participate in the other gambling).
4. The 'prescribed' 'amount' and 'value' are set-out in regulations, details can be found on the Gambling Commission's website.
5. The permit's duration is 10 years. A renewal application must be made 2-6 months before the expiry date of the permit (Schedule 14 paragraph 18 Gambling Act 2005).
6. Applicants should be aware that this Licensing Authority has published a 'Statement of Principles' under Schedule 14 paragraph 8 (3) of the Gambling Act 2005 relating to prize gaming permits. The Statement is available via this authority's website or via a request made to the contact details provided at the top of this form.
7. This licensing authority must notify the applicant of its grant / refusal of the application for a permit as soon as is reasonably practicable after that decision to grant / refuse has been made.
8. These permits cannot be transferred. Change of name is only permitted where the permit holder changes his / her name or wishes to be known by another name (Schedule 14 paragraph 12(2)).

Royal Borough of Kingston upon Thames applicants:

The completed application should be sent to:- **Royal Borough of Kingston upon Thames, Licensing Team, Guildhall 2, High Street, Kingston KT1 1EU.**

Alternatively you can send a scanned PDF copy of your application to licensing@kingston.gov.uk

The following Payment Options are available:

- ☐ **Post:** Cheques or postal orders should be made payable to 'Kingston Council'
- ☐ **Telephone:** Debit and Credit Card payments can be made by telephoning our contact centre on 020 8547 5080

If you wish to pay in this way, give clear telephone contact details on the top of the application form or in a covering letter. Please note any statutory consultation periods will not commence until payment has been made. It is your responsibility to contact us if you have not been requested to make the payment after submitting an application in this way.

London Borough of Sutton applicants

The completed application should be sent to:- **London Borough of Sutton, Licensing Team, Civic Offices, St Nicholas Way, Sutton SM1 1EA.**

Alternatively you can send a scanned PDF copy of your application to licensing@sutton.gov.uk

The following Payment Options are available:

- ☐ **Online:** Debit and Credit Card payments can be made using our online payment facility at https://www.sutton.gov.uk/info/200466/pay_for_it
- ☐ **Telephone:** Debit and Credit Card payments can be made by telephoning our contact centre on 020 8770 5000, selecting options 5 then 2
- ☐ **Post:** Cheques or postal orders should be made payable to 'Sutton Council'

Please note any statutory consultation periods will not commence until payment has been made and we have received your application form. It is your responsibility to contact us if you experience a problem in paying for your application.