

NOTIFICATION OF 2 OR LESS GAMING MACHINES

Or

APPLICATION FOR GAMING MACHINE PERMIT

(FOR USE BY PREMISES LICENSED TO SUPPLY ALCOHOL FOR CONSUMPTION ON THE PREMISES)

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

SECTION A – type of application (please tick to indicate)

Is this a notification of your intention to provide a maximum 2 gaming machines of category C and/or D?

(if yes, please complete sections D and E)

Is this an application for a new licensed premises gaming machine permit?

(if yes, please complete sections B, D and E)

Is this an application to vary an existing licensed premises gaming machine permit?

(if yes, please complete sections B, D and E)

Is this an application to transfer an existing licensed premises gaming machine permit?

(if yes, please complete sections C, D and E)

SECTION B – application for grant or renewal of permit

How many gaming machines are you currently authorised to provide and/or how many do you wish to provide?

Machine category	Number currently authorised to provide	Number wish to provide (new or variation)
C		
D		
Total		

SECTION C - application for permit transfer

Name of person requesting transfer	
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Has an application to transfer the relevant Licensing Act 2003 Premises Licence been:

Submitted? Yes No

Granted? Yes No

SECTION D – general information

Premises name	
Premises address	
Premises telephone no.	
Name of existing Premises Licence holder	
Licence holder's address	
Telephone no.	
Email address	
Name, address, telephone no. and email address of agent if submitted on behalf of the applicant	
Premises Licence number	

SECTION E – fee and declaration

Payment may be made by debit or credit card **online** or by telephone, on 020 8215 3000. Please make payment before submitting this form.

Online or telephone payment reference number	
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I understand that I must comply with the Gaming Machine Code of Practice for Alcohol Licensed Premise Permits and Permissions issued by the Gambling Commission.

Signed (by or on behalf of the Premises Licence holder).....

Print name:

Date:

The completed application form may be sent

By post to: The Licensing Team, Lower Ground Floor, Barking Town Hall, 1 Town Square, Barking IG11 7LU

Or by e-mail to: licensing@lbbd.gov.uk.

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 that Act information which is false or misleading.

Guidance notes:

1. This form is to be used for the notification of up to 2 gaming machines of categories C and/or D under Section 282 of the Gambling Act 2005 or for a new application, variation or transfer of an alcohol licensed premises gaming machine permit under the Gambling Act 2005.
2. The premises must be licensed under the Licensing Act 2003 to sell alcohol for consumption on the premises, without the requirement that alcohol is served only with food and there must be a bar for serving alcohol to customers on the premises.
3. The gaming machines must be located on the licensed premises.
4. A 'Premises Licence holder' is a person holding a Premises Licence under the Licensing Act 2003.
5. There is no statutory limit to the number of machines which may be applied for although the council has some discretion in this regard. It should also be noted that the council may cancel the permit or vary the number and/or category of machines permitted should we believe the premises to be mainly used for making gaming machines available for use on the premises (Schedule 13 paragraph 16 Gambling Act 2005).
6. The permit's duration is indefinite as it is linked to the Licensing Act 2003 Premises Licence. The first annual fee is payable within 30 days of the date the permit is issued and subsequent annual fees are payable by the anniversary of the date of issue each year. Failure to pay the annual fee will result in the cancellation of the permit. The annual fee is £50. No annual fee is payable in respect of notifications.
7. Two types of gaming machines may be located in alcohol licensed premises. These are:
 - Category C: Maximum stake = 50p / Maximum prize = £35
 - Category D: Maximum stake = 10p or 30p non-monetary / Maximum prize = £5 cash or £8 non-monetary
8. All alcohol licensed premises which provide gaming machines for use on the premises must comply with any relevant Code of Practice issued by the Gambling Commission under Section 24 of the Gambling Act 2005. The Gaming Machine Code of Practice for Alcohol licensed premises permits and permissions is available via the Gambling Commission's website at: <http://www.gamblingcommission.gov.uk/> Should you be unclear as to the provisions of the code of practice please contact the Gambling Commission or the Licensing Team.
9. We must notify the applicant of the grant/refusal of the application for a permit as soon as is reasonably practicable after that decision to grant/refuse has been made.
- 10. Where you are notifying us of your intention to provide no more than 2 gaming machines, you must wait until you receive acknowledgement of the notification from the Licensing Team before you make the machines available for use.**