SCOTTISH STATUTORY INSTRUMENTS

2007 No. 196

BETTING, GAMING AND LOTTERIES

The Gambling Act 2005 (Premises Licences and Provisional Statements) (Scotland) Regulations 2007

Made - - - -	*7th March 2007*
Laid before the Scottish Parliament - - - -	*8th March 2007*
Coming into force - -	*21st May 2007*

The Scottish Ministers, in exercise of the powers conferred by sections 151(2) and (3), 159(6) to (8), 160, 161(2) and (3), 164, 165(2) and (3), 187(3) and (4), 188(2), 189(4), 195(3), 196(3), 204(2) and 355(1) of the Gambling Act 2005(**1**) and of all other powers enabling them in that behalf, hereby make the following Regulations:

PART 1

General

Citation, commencement and application

1.—(1) These Regulations may be cited as the Gambling Act 2005 (Premises Licences and Provisional Statements) (Scotland) Regulations 2007 and shall come into force on 21st May 2007.

(2) These Regulations apply only to–

(a) applications made to licensing authorities in Scotland; and

(b) premises licences and provisional statements issued by licensing authorities in Scotland.

Interpretation

2.—(1) In these Regulations—

"the Act" means the Gambling Act 2005;

"application", unless the contrary appears, means any of the following—

(a) an application under section 159 for a premises licence;

(**1**) 2005 c. 19.

(b) an application under section 187 to vary a premises licence;

(c) an application under section 188 to transfer a premises licence;

(d) an application under section 195 for the reinstatement of a premises licence;

(e) an application under section 204 for a provisional statement;

"the Commencement and Transitional Provisions Order" means the Gambling Act 2005 (Commencement No. 6 and Transitional Provisions) Order 2006(**2**);

"converted premises licence" means a premises licence issued in pursuance of paragraph 54 of Schedule 4 to the Commencement and Transitional Provisions Order (which provides for the conversion of licences and other documents under enactments to be repealed by the Act into premises licences under that Act); and any reference to a "converted casino premises licence" is to be construed accordingly;

"the licensing authority" means–

(a) in relation to an application, the licensing authority to whom the application is made; and

(b) in relation to a premises licence or a provisional statement, the licensing authority who issued the licence or statement;

"operating licence number", in relation to an operating licence, means the reference number given by the Gambling Commission to the operating licence which is unique to that licence and which is specified in it;

"relevant operating licence" means–

(a) in relation to a person holding a premises licence, an operating licence which authorises the person to carry out the activities for which the premises licence authorises the premises to be used; or

(b) in relation to a person to whom a provisional statement is issued, an operating licence which authorises the person to carry out the activities for which the premises to which the statement relates would be used;

"summary" means a summary of the terms and conditions of a premises licence issued under section 164(1)(c); and

"working day" means a day which is not a Saturday or a Sunday, Christmas Day, Good Friday or a bank holiday in Scotland under the Banking and Financial Dealings Act 1971(**3**).

(2) A reference in these Regulations to a numbered section is a reference to the section of the Act so numbered.

PART 2

Form and content of applications

Form and content of applications for a premises licence

3.—(1) Subject to the following provisions of this regulation, an application for a premises licence under section 159 shall be in the form, and contain the information, specified in Part 1 of Schedule 1.

(2) Subject to paragraph (3), an application for a premises licence in respect of premises which are a vessel shall be in the form, and contain the information, specified in Part 2 of Schedule 1.

(**2**) S.I. 2006/3272, amended by S.I. 2006/3361.
(**3**) 1971 c. 80.

(3) An application for a converted premises licence shall be in the form, and contain the information, specified in–

(a) Part 3 of Schedule 1, if it is in respect of premises which are not a vessel; or

(b) Part 4 of Schedule 1, if it is in respect of premises which are a vessel.

(4) This regulation is subject to regulation 11.

Plan to accompany applications for a premises licence

4.—(1) An application for a premises licence under section 159 shall be accompanied by a scale plan of the premises to which the application relates which complies with the following provisions of this regulation.

(2) The plan must show–

(a) the extent of the boundary or perimeter of the premises;

(b) where the premises include, or consist of, one or more buildings, the location of any external or internal walls of each such building;

(c) where the premises form part of a building, the location of any external or internal walls of the building which are included in the premises;

(d) where the premises are a vessel or a part of a vessel, the location of any part of the sides of the vessel, and of any internal walls of the vessel, which are included in the premises;

(e) the location of each point of entry to and exit from the premises, including in each case a description of the place from which entry is made or to which the exit leads; and

(f) any other matter required in accordance with the following provisions of this regulation.

(3) Where the application is for a casino premises licence, the plan must show–

(a) the principal entrance to the premises of those identified in accordance with paragraph (2)(e);

(b) the location and extent of any part of the premises which will be a table gaming area;

(c) the location and extent of any other part of the premises which will be used for providing facilities for gambling in reliance on the licence; and

(d) the location and extent of any part of the premises which will be a non-gambling area.

(4) Where the application is for a regional casino premises licence, the plan must show–

(a) the location and extent of any part of the premises to which children or young persons, or both, will have access; and

(b) where any part of the premises referred to in sub-paragraph (a) is immediately adjacent to any part of the casino which will be used to provide facilities for gambling in reliance on the licence, the nature and location of any barrier or other thing separating the two parts of the casino.

(5) Where the application is for a bingo premises licence in respect of premises to which children or young persons will be permitted to have access, the plan must show–

(a) the location and extent of any part of the premises which will be used to provide facilities for gaming in reliance on the licence (other than those parts which include Category B or C gaming machines);

(b) the location and extent of any part of the premises in which Category B or C gaming machines will be made available for use in reliance on the licence; and

(c) the nature and location of any barrier or other thing separating any part of the premises in which Category B or C gaming machines will be made available for use from any other part of the premises.

(6) Where the application is for an adult gaming centre premises licence, the plan must show the location and extent of any part of the premises in which gaming machines will be made available for use in reliance on the licence.

(7) Where the application is for a family entertainment centre premises licence, the plan must show–

(a) the location and extent of any part of the premises in which Category C gaming machines will be made available for use in reliance on the licence;

(b) the location and extent of any part of the premises in which Category D gaming machines will be made available for use in reliance on the licence; and

(c) the nature and location of any barrier or other thing separating any part of the premises in which Category C gaming machines will be made available for use from any other part of the premises.

(8) Where the application is for a betting premises licence, other than in respect of a track, the plan must show the location and extent of any part of the premises which will be used to provide facilities for gambling in reliance on the licence.

(9) Where the application is for a betting premises licence in respect of a track, the plan must show–

(a) the location and extent of any part of the premises which is a five times rule betting area;

(b) the location and extent of any other parts of the premises which will be used for providing facilities for betting in reliance on the licence;

(c) the location and extent of any part of the premises in which Category B or C gaming machines will be made available for use in reliance on the licence; and

(d) the nature and location of any barrier or other thing separating any part of the premises in which Category B or C gaming machines will be made available for use from any other part of the premises.

(10) In this regulation–

(a) "betting operator" means a person who in the course of the business of a betting operating licence holder accepts or negotiates bets;

(b) "five times betting rule area", in relation to a track, means any part of the track in respect of which, in accordance with conditions attached under section 167, the charge for admission to that part of the track payable by betting operators may not exceed five times the cost of the highest charge paid by members of the public who are authorised to enter that part of the track;

(c) "non-gambling area" means any part of the proposed casino–

(i) which will be made available to customers but will not be used for providing facilities for gambling; and

(ii) which, unless it is a lobby area or toilet facilities, will contain recreational facilities for use by customers on the premises;

(d) "partially automated gaming table" means equipment that would fall within the definition of gaming machine in section 235 but for its exclusion from that definition by subsection (2)(h) of that section;

(e) "table gaming area" means any part of the proposed casino which is to be used for–

(i) casino games played on gaming tables (including wholly or partially automated gaming tables); or

(ii) real games of equal chance, other than bingo, played on a table; and

(f) "wholly automated gaming table" means equipment that would fall within the definition of a gaming machine in section 235 but for its exclusion from that definition by subsection (2)(i) of that section.

Documents to accompany applications for a converted premises licence

5.—(1) An application under section 159 for a converted premises licence shall be accompanied by–

(a) a copy of the equivalent permission under the existing legislation; or

(b) where the applicant is applying for but has not been granted the equivalent permission under the existing legislation, copies of the documents submitted by the applicant in applying for the permission.

(2) Where an applicant is unable to comply with paragraph (1)(a) because it is not reasonably practicable for him to produce a copy of the relevant permission under the existing legislation, he must include with the application under section 159 a statement–

(a) explaining why it is not reasonably practicable to do so; and

(b) setting out the nature of the permission, the date on which it was granted and by whom.

(3) In this regulation and in regulation 6, "the equivalent permission under the existing legislation", in relation to an application for a converted premises licence, means the licence or permit under the Betting, Gaming and Lotteries Act 1963(**4**) or the Gaming Act 1968(**5**)–

(a) held by the applicant in respect of the premises to which the application relates; and

(b) by virtue of which the applicant is entitled to be issued with a converted premises licence.

Written statement to accompany applications for a casino premises licence

6. Where a person who is applying for a casino premises licence–

(a) is entitled to apply for a converted casino premises licence in respect of the premises to which the application relates, but

(b) does not want the application to be treated as an application for a converted casino premises licence,

the application must be accompanied by a written statement confirming that the applicant does not want paragraph 54 of Schedule 4 to the Commencement and Transitional Provisions Order (which provides for the grant of applications for a premises licence made by a person holding the equivalent permission under the existing legislation) to apply.

Form and content of applications to vary a premises licence

7.—(1) Subject to regulation 11, an application under section 187 to vary a premises licence shall be in the form, and contain the information, specified in Schedule 2.

(2) Where the application includes an application to vary the plan which forms part of the premises licence under section 151(1)(g), the application must be accompanied by a scale plan which complies with paragraph (3).

(3) The plan must show the matters which it would be required to show under regulation 4 if the application were for the issue of a premises licence–

(a) of the same type as that to which the application relates; and

(**4**) 1963 c. 2.
(**5**) 1968 c. 65.

(b) which included the variations specified in the application.

Form and content of applications to transfer a premises licence

8. Subject to regulation 11, an application under section 188 for the transfer of a premises licence shall be in the form, and contain the information, specified in Schedule 3.

Form and content of applications for the reinstatement of a premises licence

9. Subject to regulation 11, an application under section 195 for the reinstatement of a premises licence shall be in the form, and contain the information, specified in Schedule 4.

Form and content of applications for a provisional statement

10.—(1) Subject to regulation 11, an application under section 204 for a provisional statement shall be in the form, and contain the information, specified in–

(a) Part 1 of Schedule 5, if it is in respect of premises or proposed premises which are not a vessel; or

(b) Part 2 of Schedule 5, if it is in respect of premises or proposed premises which are a vessel.

(2) An application under section 204 for a provisional statement in respect of premises which the applicant expects to acquire a right to occupy must be accompanied by a scale plan which complies with the requirements of paragraphs (2) to (9) of regulation 4 (as modified in accordance with paragraph (3) of this regulation).

(3) Any reference in paragraphs (3) to (9) of regulation 4 to an application for a particular kind of premises licence is to have effect for the purposes of this regulation as a reference to an application for a provisional statement in respect of premises whose use would require the same kind of premises licence.

Matters not required to be included in an application

11.—(1) Where matters are included in square brackets in any form in Schedules 1 to 5, they are intended to indicate and explain the information to be specified in the application to which the form relates, and are not required to be included in the application.

(2) The first page of the form used for an application may include any symbol or logo which is commonly used by the licensing authority to identify documents produced by it.

PART 3

Notice of application and period for representations

Notice of application

12.—(1) Subject to paragraph (2) a person making an application (other than a fast track application) must give notice of the application to each of the authorities which in accordance with section 157 are the responsible authorities in relation to the premises to which the application relates.

(2) Where the application is for the transfer or reinstatement of a premises licence, the applicant must give notice of the application only to the authorities mentioned in paragraphs (b), (c), (f), (h) and (i) of section 157.

(3) Subject to paragraphs (10) and (11), a notice under paragraph (1) must be in the form specified in–

(a) Part 1 of Schedule 6, where the application is for a premises licence;

(b) Part 3 of that Schedule, where the application is to vary a premises licence;

(c) Part 5 of that Schedule, where the application is to transfer a premises licence;

(d) Part 6 of that Schedule, where the application is for the reinstatement of a premises licence; and

(e) Part 7 of that Schedule, where the application is for a provisional statement.

(4) A notice under paragraph (1) must be given within a period of 7 days beginning on the date on which the application is made.

(5) Paragraph (6) applies where a person has made an application–

(a) under section 159 for a premises licence (other than where the application is a fast track application);

(b) under section 187 to vary a premises licence; or

(c) under section 204 for a provisional statement.

(6) Where this paragraph applies the applicant must publish notice of the application–

(a) in a local newspaper or, if there is none, a local newsletter, circular or similar document, circulating within the licensing authority's area on at least one occasion during the period of 10 working days starting with the day after the day on which the application is made to the authority; and

(b) by displaying a notice on the premises to which the application relates–

(i) in a place at which it can conveniently be read by members of the public from the exterior of the premises; and

(ii) for a period of no less than 28 consecutive days starting on the day on which the application is made to the licensing authority.

(7) Paragraph (8) applies in a case where–

(a) the application is for a provisional statement in respect of premises; and

(b) the premises have not been constructed, or the applicant does not have the right to occupy the premises, on the date on which the application is made.

(8) In any case to which this paragraph applies, paragraph (6)(b)(i) is to have effect as if it required the applicant to display the notice at a place–

(a) which is as near as reasonably practicable to the premises or proposed premises; and

(b) where it can conveniently be read by members of the public.

(9) Subject to paragraphs (10) and (11), a notice under sub-paragraph (a) or (b) of paragraph (6) is to be in the form specified in–

(a) Part 2 of Schedule 6, where the application is for a premises licence;

(b) Part 4 of that Schedule, where the application is to vary a premises licence; and

(c) Part 8 of that Schedule, where the application is for a provisional statement.

(10) Where matters are included in square brackets in any form in Schedule 6, they are intended to indicate and explain the information to be specified in the notice to which the form relates, and are not required to be included in the notice.

(11) The first page of a notice given or published under this regulation may include any symbol or logo which is commonly used by the licensing authority to identify documents produced by it.

(12) In this regulation, "fast track application" means an application for a premises licence to which paragraph 57 of Schedule 4 to the Commencement and Transitional Provisions Order (which

modifies Part 8 of the Act in its application to certain applications for a converted premises licence) applies.

Failure to give proper notice of application to a responsible authority

13.—(1) This regulation applies where a person who gives notice to a responsible authority under paragraph (1) of regulation 12 fails to give proper notice of the application within the period provided for under paragraph (4) of that regulation.

(2) For the purposes of paragraph (1), a person fails to give proper notice of the application if that person fails to give a notice which complies with the requirements of these Regulations as to the form or manner in which it is to be given.

(3) The applicant must give notice to the responsible authority in a form and manner which complies with the requirements of these Regulations (other than as to the period within which the notice is to be given) as soon as practicable after the end of the period referred to in paragraph (1).

(4) In a case to which this regulation applies, the responsible authority concerned must make any representations under section 161 within the period of 28 days beginning on the day on which it receives the notice referred to in paragraph (3).

(5) The licensing authority may not grant the application until–

(a) notice has been given by the applicant in accordance with paragraph (3); and

(b) the period referred to in paragraph (4) has elapsed,

and if it purports to do so any licence issued by the authority shall be of no effect.

(6) Subject to paragraph (5), the licensing authority may disregard any irregularity in relation to the giving of notice under regulation 12(2).

Failure properly to publish notice of an application

14.—(1) This regulation applies where a person who publishes notice of an application under sub-paragraph (a) or (b) of paragraph (6) of regulation 12 fails to publish a proper notice of the application within the period provided for under the relevant sub-paragraph.

(2) For the purposes of paragraph (1), a person fails to publish a proper notice of an application if the published notice does not comply with the requirements of these Regulations as to the form or manner in which it is to be published.

(3) The applicant must publish notice of the application in a form and manner which complies with the requirements of these Regulations (other than as to the timing of the publication) as soon as practicable after the end of the period referred to in paragraph (1).

(4) In a case to which this regulation applies an interested party must make any representations under section 161 within the period of 28 days beginning on the day on which the notice referred to in paragraph (3) is published.

(5) The licensing authority may not grant the application until–

(a) notice has been published by the applicant in accordance with paragraph (3); and

(b) the period referred to in paragraph (4) has elapsed,

and if it purports to do so any licence issued by the authority shall be of no effect.

(6) Subject to paragraph (5), the licensing authority may disregard any irregularity in relation to the publication of the notice under sub-paragraph (a) or (b) of paragraph (6) of regulation 12.

Period within which representations are to be made by an interested party or responsible authority

15.—(1) This regulation prescribes, for the purposes of section 161, the period within which a responsible authority or interested party may make representations in relation to an application.

(2) Subject to regulations 13(4) and 14(4), any representations must be made within a period of 28 days beginning on the date on which the application was made to the licensing authority.

PART 4

Manner of making and giving applications and notices

Manner of making and giving applications and notices

16.—(1) An application, or a notice under Part 3 of these Regulations, must be made or given in writing.

(2) For the purposes of paragraph (1), an application or notice which is sent by facsimile transmission or electronic mail shall be treated as being made or given in writing if it meets the conditions in paragraph (3).

(3) The conditions are that–

(a) the text of the application or notice—

(i) is capable of being accessed by the recipient;

(ii) is legible in all material respects; and

(iii) is capable of being read and reproduced in written form and used for subsequent reference by the recipient; and

(b) the person to whom the application or notice is to be made or given has agreed in advance that an application or notice may be made or given by the particular electronic means used.

(4) Subject to paragraph (5), where an application or notice is sent by facsimile transmission or electronic mail, it is to be treated as having been made or given at the time the conditions specified in paragraph (3)(a) are satisfied.

(5) An application is not to be treated as having been made until–

(a) the prescribed fee has been received by the licensing authority; or

(b) where any document required to accompany the application has not been sent by electronic means, or has been sent in a form that does not meet the conditions in paragraph (3), any such document has been received by the licensing authority in hard copy.

(6) In this regulation–

(a) "legible in all material respects" means, in relation to an application or notice sent by electronic means, that the information contained in the application or notice is available to the recipient to no lesser extent than it would be if given by means of a document in written form;

(b) "the prescribed fee", in relation to an application, means the fee determined in accordance with regulations made under Part 8 of the Act which an applicant is required to pay in connection with the making of the application; and

(c) any reference to a document in hard copy is to a written document or a document in the form of a plan.

PART 5

Form of notice to be given on grant or rejection of applications

Form of notice to be given on grant of application

17.—(1) This regulation prescribes the form of the notice which a licensing authority is required to give under section 164(1)(a).

(2) Subject to the following provisions of this regulation and regulation 19, the notice shall be in the form specified in–

(a) Part 1 of Schedule 7, where it relates to the grant of an application for a premises licence;

(b) Part 2 of that Schedule, where it relates to the grant of an application to vary a premises licence;

(c) Part 3 of that Schedule, where it relates to the grant of an application to transfer a premises licence;

(d) Part 4 of that Schedule, where it relates to the grant of an application for the reinstatement of a premises licence; and

(e) Part 5 of that Schedule, where it relates to the grant of an application for a provisional statement.

(3) Where, on granting an application, the licensing authority exercise their powers to attach one or more conditions to the licence, the notice under section 164(1)(a) must include an annex in the form set out in Part 6 of Schedule 7–

(a) setting out the conditions; and

(b) in relation to each condition, giving the authority's reasons for attaching it to the licence.

(4) Where, on granting an application, the licensing authority exercise their powers to exclude one or more conditions that would otherwise be attached to the licence, the notice under section 164(1)(a) must include an annex in the form set out in Part 7 of Schedule 7–

(a) setting out the conditions to be excluded; and

(b) in relation to each condition, giving the authority's reasons for excluding it.

(5) Where representations are made under section 161 in relation to an application which is granted by a licensing authority, the notice under section 164(1)(a) must include an annex in the form set out in Part 8 of Schedule 7–

(a) setting out the representations; and

(b) giving the authority's response to the representations.

(6) In relation to an application for a provisional statement–

(a) any reference in paragraph (3) to conditions attached by the licensing authority is to have effect as a reference to those conditions which the authority would attach under section 169(1)(a) if a premises licence were granted in respect of the premises to which the provisional statement relates; and

(b) any reference in paragraph (4) to conditions excluded by the licensing authority is to have effect as a reference to those conditions which the authority would exclude under section 169(1)(a) if a premises licence were granted in respect of the premises to which the provisional statement relates.

Form of notice to be given on rejection of application

18.—(1) This regulation prescribes the form of the notice which a licensing authority is required to give under section 165(1).

(2) Subject to regulation 19, the notice shall be in the form specified in–

(a) Part 1 of Schedule 8, where it relates to the rejection of an application for a premises licence;

(b) Part 2 of that Schedule, where it relates to the rejection of an application to vary a premises licence;

(c) Part 3 of that Schedule, where it relates to the rejection of an application to transfer a premises licence;

(d) Part 4 of that Schedule, where it relates to the rejection of an application for the reinstatement of a premises licence; or

(e) Part 5 of that Schedule, where it relates to the rejection of an application for a provisional statement.

Matters not required to be included in a notice

19.—(1) Where matters are included in square brackets in any form in Schedule 7 or 8, they are intended to indicate and explain the information to be specified in the notice to which the form relates, and are not required to be included in the notice.

(2) The first page of a notice given by a licensing authority under section 164(1) or 165(1) may include any symbol or logo which is commonly used by that authority to identify documents produced by it.

PART 6

Form of premises licences, summaries and provisional statements

Information to be included in a premises licence

20.—(1) Subject to the following provisions of this regulation, a premises licence shall in addition to the matters set out in section 151(1) of the Act contain the following information–

(a) the date on which the licence takes effect;

(b) the operating licence number of the relevant operating licence held by the holder of the premises licence;

(c) the name of the licensing authority which issued the licence and the address of its principal office; and

(d) the number of the premises licence (being a number given by the licensing authority to the licence which is unique to that licence).

(2) Paragraph (1)(b) is not to apply in any case where paragraph (3) or (4) applies.

(3) This paragraph applies where the premises licence authorises a track to be used for accepting bets.

(4) This paragraph applies where–

(a) the premises licence is a converted premises licence; and

(b) the holder of the licence is applying for a relevant operating licence but the application has not been determined.

(5) Where a premises licence is varied, the licence shall specify the date on which the variations to the licence take effect.

Matters to be included in the plan accompanying a premises licence

21.—(1) The plan which is to be included in the premises licence by virtue of section 151(1)(g) must be a scale plan which complies with the requirements of paragraphs (2) to (9) of regulation 4 (as modified in accordance with the following provisions of this regulation).

(2) Any reference to the premises to which the application relates in paragraphs (2) to (9) of regulation 4 is to have effect for the purposes of this regulation as a reference to the premises to which the premises licence relates.

(3) Where a requirement of paragraphs (3) to (9) of regulation 4 is expressed only to apply to an application for a premises licence of a particular kind, for the purposes of this regulation that requirement is to apply only to a premises licence of the same kind.

Form of a premises licence

22.—(1) Subject to the following provisions of this regulation, a premises licence is to be in the form set out in Schedule 9.

(2) The matters in square brackets in the form in Schedule 9, and the guidance notes at the end of that Schedule, indicate and explain matters to be included in a premises licence and are not required to be included in the licence.

(3) The first page of a premises licence issued by a licensing authority may include any symbol or logo which is commonly used by that authority to identify documents produced by it.

Form of summary

23.—(1) Subject to the following provisions of this regulation, a summary shall be in the form set out in Schedule 10.

(2) Any matters in square brackets in the form in Schedule 10, and the guidance notes at the end of that Schedule, indicate and explain the matters to be included in a summary and are not required to be included in the summary.

(3) The first page of a summary issued by a licensing authority may include any symbol or logo which is commonly used by that authority to identify documents produced by it.

Information to be included in a provisional statement

24.—(1) A provisional statement shall in addition to the matters set out in section 151(1) (as applied by section 204(2)) contain the following information–

(a) the date on which the provisional statement is issued;

(b) the operating licence number of the relevant operating licence, if such a licence is held by the person to whom the provisional statement is issued;

(c) the number of the provisional statement (being a number given by the licensing authority to the provisional statement which is unique to that statement); and

(d) the name of the licensing authority which issued the provisional statement and the address of its principal office.

(2) Paragraph (1)(b) is not to apply where the provisional statement relates to a track to be used for accepting bets.

Matters to be included in the plan accompanying a provisional statement

25.—(1) The plan which is to be included in the provisional statement by virtue of section 151(1)(g) (as applied by section 204(2)) must be a scale plan which complies with the requirements of paragraphs (2) to (9) of regulation 4 (as modified in accordance with the following provisions of this regulation).

(2) Any reference in paragraphs (2) to (9) of regulation 4 to the premises to which the application relates is to have effect for the purposes of this regulation as a reference to the premises or proposed premises to which the provisional statement relates.

(3) Where a requirement of paragraphs (3) to (9) of regulation 4 is expressed only to apply to an application for a premises licence of a particular kind, for the purposes of this regulation that requirement is to apply only to a provisional statement which relates to premises or proposed premises of the same kind.

Form of a provisional statement

26.—(1) Subject to the following provisions of this regulation, a provisional statement shall be in the form set out in Schedule 11.

(2) Any matters in square brackets in the form in Schedule 11, and the guidance notes at the end of that Schedule, indicate and explain the matters to be included in a provisional statement and are not required to be included in the statement.

(3) The first page of a provisional statement issued by a licensing authority may include any symbol or logo which is commonly used by that authority to identify documents produced by it.

St Andrew's House,
Edinburgh
7th March 2007

GEORGE LYON
Authorised to sign by the Scottish Ministers

SCHEDULE 1 Regulation 3

Form and content of applications for a premises licence

PART 1

Form of application for a premises licence

Form of application for a premises licence

Application for a premises licence under the Gambling Act 2005 (standard form)

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

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 records.

Where the application is—

- **In respect of a vessel, or**
- **To convert an authorisation granted under the Betting, Gaming and Lotteries Act 1963 or the Gaming Act 1968,**

the application should be made on the relevant form for that type of premises or application.

Part 1 – Type of premises licence applied for

Regional casino ☐ **Large casino** ☐ **Small casino** ☐

Bingo ☐ **Adult gaming centre** ☐ **Family entertainment centre** ☐

Betting (Track) ☐ **Betting (Other)** ☐

Do you hold a provisional statement in respect of the premises? Yes ☐ **No** ☐

If the answer is "yes", please give the unique reference number for the provisional statement (as set out at the top of the first page of the statement):

.....

Part 2 – Applicant details

If you are an individual, please fill in section A. If the application is being made on behalf of an organisation (such as a company or partnership), please fill in Section B.

Section A
Individual applicant

1. Title: Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Dr ☐ Other (please specify)

……

2. Surname: …… Other name(s): ……..
[*Use the names given in the applicant's operating licence or, if the applicant does not hold an operating licence, as given in any application for an operating licence*]

3. Applicant's address (home or business [*delete as appropriate*]):

……

……

…….. Postcode:……

4(a) The number of the applicant's operating licence (as set out in the operating licence):

……

4(b) If the applicant does not hold an operating licence but is in the process of applying for one, give the date on which the application was made:

……

5. Tick the box if the application is being made by more than one person. ☐

[*Where there are further applicants, the information required in questions 1 to 4 should be included on additional sheets attached to this form, and those sheets should be clearly marked "Details of further applicants".*]

Section B
Application on behalf of an organisation

6. Name of applicant business or organisation:

……
[*Use the names given in the applicant's operating licence or, if the applicant does not hold an operating licence, as given in any application for an operating licence.*]

7. The applicant's registered or principal address:

……

……

……Postcode: ……..

8(a) The number of the applicant's operating licence (as given in the operating licence):

……

8(b) If the applicant does not hold an operating licence but is in the process of applying for one, give the date on which the application was made:

……

9. Tick the box if the application is being made by more than one organisation. ☐

[*Where there are further applicants, the information required in questions 6 to 8 should be included on additional sheets attached to this form, and those sheets should be clearly marked "Details of further applicants".*]

Part 3 – Premises Details

10. Proposed trading name to be used at the premises (if known):

……

11. Address of the premises (or, if none, give a description of the premises and their location):

……

……

……

……

……Postcode: ……

12. Telephone number at premises (if known):……

13. If the premises are in only a part of a building, please describe the nature of the building (for example, a shopping centre or office block). The description should include the number of floors within the building and the floor(s) on which the premises are located.

……

……

……

……

……

14(a) Are the premises situated in more than one licensing authority area? **Yes/No**
[*delete as appropriate*]

14(b) If the answer to question 14(a) is yes, please give the names of all the licensing authorities within whose area the premises are partly located, **other than the licensing authority to which this application is made**.

……

……

Part 4 – Times of operation

15(a) Do you want the licensing authority to exclude a default condition so that the premises may be used for longer periods than would otherwise be the case?
Yes/ No
[*delete as appropriate*]
[*Where the relevant kind of premises licence is not subject to any default conditions, the answer to this question will be no.*]

15(b) If the answer to question 15(a) is yes, please complete the table below to indicate the times when you want the premises to be available for use under the premises licence

	Start	*Finish*	*Details of any seasonal variation*
Mon			
Tues			
Wed			
Thurs			
Fri			
Sat			
Sun			

16 If you wish to apply for a premises licence with a condition restricting gambling to specific periods in a year, please state the periods below using calendar dates:

……

Part 5 – Miscellaneous

17. Proposed commencement date for licence (leave blank if you want the licence to commence as soon as it is issued):

……../……../……(dd/mm/yyyy)

18(a) Does the application relate to premises which are part of a track or other sporting venue which already has a premises licence?

Yes/ No
[*delete as appropriate*]

18(b) If the answer to question 18(a) is yes, please confirm by ticking the box that an application to vary the main track premises licence has been submitted with this application. ☐

19(a) Do you hold any other premises licences that have been issued by this licensing authority?

Yes/ No
[*delete as appropriate*]

19(b) If the answer to question 19(a) is yes, please provide full details:
……

……..

……..

……..

20. Please set out any other matters which you consider to be relevant to your application:

……..

……..

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……..

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……..

……..

Part 6 – Declarations and Checklist (*Please tick*)

I/ We confirm that, to the best of my/ our knowledge, the information contained in this application is true. I/ We understand that it is an offence under section 342 of the Gambling Act 2005 to give information which is false or misleading in, or in relation to, this application. ☐

I/ We confirm that the applicant(s) have the right to occupy the premises. ☐

Checklist:

- **Payment of the appropriate fee has been made/is enclosed** ☐
- **A plan of the premises is enclosed** ☐
- **I/ we understand that if the above requirements are not complied with the application may be rejected** ☐
- **I/ we understand that it is now necessary to advertise the application and give the appropriate notice to the responsible authorities** ☐

Part 7 – Signatures

21. Signature of applicant or applicant's solicitor or other duly authorised agent. If signing on behalf of the applicant, please state in what capacity:

Signature: .....

Print Name: .....

Date: ..... Capacity:.....

22. For joint applications, signature of 2nd applicant, or 2nd applicant's solicitor or other authorised agent. If signing on behalf of the applicant, please state in what capacity:

Signature: .....

Print Name: .....

Date: ..... Capacity:.....

[*Where there are more than two applicants, please use an additional sheet clearly marked "Signature(s) of further applicant(s)". The sheet should include all the information requested in paragraphs 21 and 22.*]

[*Where the application is to be submitted in an electronic form, the signature should be generated electronically and should be a copy of the person's written signature.*]

Part 8 – Contact Details

23(a) Please give the name of a person who can be contacted about the application:

……

23(b) Please give one or more telephone numbers at which the person identified in question 23(a) can be contacted:

……

24. Postal address for correspondence associated with this application:

……

……

…… Postcode:……..

25. If you are happy for correspondence in relation to your application to be sent via e-mail, please give the e-mail address to which you would like correspondence to be sent:

……

PART 2

Form of application for a premises licence in respect of premises which are a vessel

Form of application for a premises licence in respect of premises which are a vessel

Application for a premises licence under the Gambling Act 2005 (vessel)

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

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 records.

Applications in respect of premises which are not a vessel should be made on the relevant form for that type of premises.

Part 1 – Type of premises licence applied for

Regional casino ☐ **Large casino** ☐ **Small casino** ☐

Bingo ☐ **Adult gaming centre** ☐ **Family entertainment centre** ☐

Betting ☐

Do you hold a provisional statement in respect of the premises? Yes ☐ **No** ☐

If the answer is "yes", please give the unique reference number for the provisional statement (as set out at the top of the first page of the statement):

.....

Part 2 – Applicant details

If you are an individual, please fill in section A. If the application is being made on behalf of an organisation (such as a company or partnership), please fill in Section B.

Section A
Individual applicant

1. Title: Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Dr ☐ Other (please specify)

……

2. Surname: …… Other name(s): ……..
[*Use the names given in the applicant's operating licence or, if the applicant does not hold an operating licence, as given in any application for an operating licence*]

3. Applicant's address (home or business – [*delete as appropriate*]):

……

……

…….. Postcode:……

4(a) The number of the applicant's operating licence (as set out in the operating licence):

……

4(b) If the applicant does not hold an operating licence but is in the process of applying for one, give the date on which the application was made:

……

5. Tick the box if the application is being made by more than one person. ☐

[*Where there are further applicants, the information required in questions 1 to 4 should be included on additional sheets attached to this form, and those sheets should be clearly marked "Details of further applicants".*]

Section B
Application on behalf of an organisation

6. Name of applicant business or organisation:

……
[*Use the names given in the applicant's operating licence or, if the applicant does not hold an operating licence, as given in any application for an operating licence*]

7. The applicant's registered or principal address:

……

……

……Postcode: ……

8(a) The number of the applicant's operating licence (as given in the operating licence):

……

8(b) If the applicant does not hold an operating licence but is in the process of applying for one, give the date on which the application was made:

……

9. Tick the box if the application is being made by more than one organisation. ☐

[*Where there are further applicants, the information required in questions 6 to 8 should be included on additional sheets attached to this form, and those sheets should be clearly marked "Details of further applicants".*]

Part 3 – Premises Details

10. Name of vessel to be licensed:……

11. Country in which vessel is registered:……

12(a) Give the place in the licensing authority's area at which the vessel is or will be situated or moored (Give an address with postcode if available):

……

……

……

12(b) Please confirm by ticking the appropriate box whether the place stated in question 12(a) is:

(i) a fixed place in or on water at which the vessel is situated; or ☐

(ii) a place at which the vessel is permanently moored; or ☐

(iii) a place at which the vessel is habitually moored; or ☐

(iv) in any other case, a place at which the vessel is moored or is likely to be moored or a place in the United Kingdom nearest to any place at which a vessel is, or is likely to be while activities are carried on in the vessel in reliance on the premises licence. ☐

13. If you have ticked box (iii) or (iv) in your answer to question 12(b), please indicate the number of days or months in a year when you expect the vessel to be moored at the place stated in question 12(a):

.....

14. If you have ticked box (iii) or (iv) in your answer to question 12(b), please describe the other places where, and/or any other circumstances in which, the vessel will be used in reliance on the premises licence:

.....

.....

.....

15. Please give a brief description of the vessel. Please describe the location of your premises within the vessel and indicate the uses of the other parts of the vessel:

.....

.....

.....

.....

.....

Part 4 – Times of operation

16(a) Do you want the licensing authority to exclude a default condition so that the premises may be used for longer periods than would otherwise be the case? **Yes/ No**
[*delete as appropriate*]
[*Where the relevant kind of premises licence is not subject to any default conditions, the answer to this question will be no.*]

16(b) If the answer to question 16(a) is yes, please complete the table below to indicate the times when you want the premises to be available for use under the premises licence.

	Start	*Finish*	*Details of any seasonal variation*
Mon			
Tues			
Wed			
Thurs			
Fri			
Sat			
Sun			

17. If you wish to apply for a premises licence with a condition restricting gambling to specific periods in a year, please state the periods below using calendar dates:

.....

Part 5 – Miscellaneous

18. Proposed commencement date for licence (leave blank if you want the licence to commence as soon as it is issued):

……../……../……(dd/mm/yyyy)

19(a) Do you hold any other premises licences that have been issued by this licensing authority?

Yes/ No
[*delete as appropriate*]

19(b) If the answer to question 19(a) is yes, please provide full details:
……

……

……

……

……

20. Please set out any other matters which you consider to be relevant to your application:

……

……

……

……

……

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……

……

……

Part 6 – Declarations and Checklist (*Please tick*)

I/ We confirm that, to the best of my/ our knowledge, the information contained in this application is true. I/ We understand that it is an offence under section 342 of the Gambling Act 2005 to give information which is false or misleading in, or in relation to, this application. ☐

I/ We confirm that the applicant(s) have the right to occupy the premises. ☐

Checklist:

- **Payment of the appropriate fee has been made/is enclosed** ☐
- **A plan of the premises is enclosed** ☐
- **I/ we understand that if the above requirements are not complied with the application may be rejected** ☐
- **I/ we understand that it is now necessary to advertise the application and give the appropriate notice to the responsible authorities** ☐

Part 7 – Signatures

21. Signature of applicant or applicant's solicitor or other duly authorised agent. If signing on behalf of the applicant, please state in what capacity:

Signature: .....

Print Name: .....

Date: ..... Capacity:.....

22. For joint applications, signature of 2nd applicant, or 2nd applicant's solicitor or other authorised agent. If signing on behalf of the applicant, please state in what capacity:

Signature: .....

Print Name: .....

Date: ..... Capacity:.....

[*Where there are more than two applicants, please use an additional sheet clearly marked "Signature(s) of further applicant(s)". The sheet should include all the information requested in paragraphs 21 and 22.*]

[*Where the application is to be submitted in an electronic form, the signature should be generated electronically and should be a copy of the person's written signature.*]

Part 8 – Contact Details

23(a) Please give the name of a person who can be contacted about the application:

……

23(b) Please give one or more telephone numbers at which the person identified in question 23(a) can be contacted:

……..

24. Postal address for correspondence associated with this application:

……..

……..

…….. Postcode:……..

25. If you are happy for correspondence in relation to your application to be sent via e-mail, please give the e-mail address to which you would like correspondence to be sent:

……..

PART 3

Form of application for a converted premises licence

Form of application for a converted premises licence

Application for a premises licence under the Gambling Act 2005 (transitional conversion application)

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

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 records.

Transitional conversion applications in respect of vessels should be made on the relevant form for that type of premises.

Part 1 – Type of premises licence applied for

Converted casino ☐ **Bingo** ☐ **Adult gaming centre** ☐

Family entertainment centre ☐ **Betting (Track)** ☐ **Betting (Other)** ☐

Tick this box if you want the application dealt with under the fast track procedure ☐

Part 2 – Applicant details

If you are an individual, please fill in section A. If the application is being made on behalf of an organisation (such as a company or partnership), please fill in Section B.

Section A
Individual applicant

1. Title: Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Dr ☐ Other (please specify)

……

2. Surname: …… Other name(s): ……..
[*Use the names given in the applicant's operating licence or, if the applicant does not hold an operating licence, as given in any application for an operating licence*]

3. Applicant's address (home or business – [*delete as appropriate*]):

……

……

……Postcode:……

4(a) The number of the applicant's operating licence (as set out in the operating licence):

……

4(b) If the applicant does not hold an operating licence but is in the process of applying for one, give the date on which the application was made:

……

5. Tick the box if the application is being made by more than one person. ☐

[*Where there are further applicants, the information required in questions 1 to 4 should be included on additional sheets attached to this form, and those sheets should be clearly marked "Details of further applicants".*]

Section B
Application on behalf of an organisation

6. Name of applicant business or organisation:

……
[*Use the names given in the applicant's operating licence or, if the applicant does not hold an operating licence, as given in any application for an operating licence*]

7. The applicant's registered or principal address:

……

……

……Postcode: ……..

8(a) The number of the applicant's operating licence (as given in the operating licence):

……

8(b) If the applicant does not hold an operating licence but is in the process of applying for one, give the date on which the application was made:

……

9. Tick the box if the application is being made by more than one organisation. ☐

[*Where there are further applicants, the information required in questions 6 to 8 should be included on additional sheets attached to this form, and those sheets should be clearly marked "Details of further applicants".*]

Part 3 – Premises Details

10. Proposed trading name to be used at the premises (if known):

……

11. Address of the premises (or, if none, give a description of the premises and their location):

……

……

……

……Postcode: ……

12. Telephone number at premises (if known):……

13(a) Will the premises which are the subject of the application occupy the whole of the building in which they are located, or only part of it? If the premises are not a building or part of a building, please describe the nature of the premises.

……

……

……

……

……

13(b) If the premises will occupy only part of a building, please describe the nature of the building and the part of it in which the premises will be located. The information given should include a description of the building itself (whether it is primarily a shopping mall, residential, office space etc), whether it is multi-level or multi-units on one level; and in which units or on which floor the gambling premises will be located.

……

……

……

……

……

14(a) Are the premises situated in more than one licensing authority area? **Yes/No**
[*delete as appropriate*]

14(b) If the answer to question 14(a) is yes, please give the names of all the licensing authorities within whose area the premises are partly located, **other than the licensing authority to which this application is made**.

.....

.....

15(a) Give details of the existing gambling licence or permit held by the applicant(s) with respect to the premises:

.....

.....

.....

15(b) Where no existing licence or permit is held, give details of the application which is being made for the grant or transfer of such a licence or permit to the applicant(s). Please specify the authority to which the application is being made:

.....

.....

.....

Part 4 – Times of operation

16(a) Do you want the licensing authority to exclude a default condition so that the premises may be used for longer periods than would otherwise be the case? **Yes/ No**
[*delete as appropriate*]

[*Where the relevant kind of premises licence is not subject to any default conditions, the answer to this question will be no.* ***In all cases the answer to this question will be no, if you have indicated on the first page of the form that you want the application to be treated as a fast track application***.]

16(b) If the answer to question 16(a) is yes, please complete the table below to indicate the times when you want the premises to be available for use under the premises licence.

	Start	*Finish*	*Details of any seasonal variation*
Mon			
Tues			
Wed			
Thurs			
Fri			
Sat			
Sun			

17. If you wish to apply for a premises licence with a condition restricting gambling to specific periods in a year, please state the periods below using calendar dates

.....

Part 5 – Miscellaneous

18(a) Do you hold any other premises licences that have been issued by this licensing authority, or are you applying for any such licences?

Yes/ No
[*delete as appropriate*]

18(b) If the answer to question 18(a) is yes, please provide full details:
.....

.....

.....

.....

.....

19. Please set out any other matters which you consider to be relevant to your application:

.....

.....

.....

.....

.....

.....

.....

.....

Part 6 – Declarations and Checklist (*Please tick*)

I/ We confirm that, to the best of my/ our knowledge, the information contained in this application is true. I/ We understand that it is an offence under section 342 of the Gambling Act 2005 to give information which is false or misleading in, or in relation to, this application. ☐

I/ We confirm that the applicant(s) have the right to occupy the premises. ☐

Checklist:

- **Payment of the appropriate fee has been made/is enclosed** ☐
- **A plan of the premises is enclosed** ☐
- **A copy of the applicant's existing gambling licence or permit relating to the premises is enclosed; or where none exists, a copy of the application which is being made in respect of the premises is enclosed** ☐
- **I/ we understand that if the above requirements are not complied with the application may be rejected** ☐
- **I/ we understand that, if it is not a fast track application, it is now necessary to advertise the application and give the appropriate notice to the responsible authorities** ☐

Part 7 – Signatures

20. Signature of applicant or applicant's solicitor or other duly authorised agent. If signing on behalf of the applicant, please state in what capacity:

Signature: .....

Print Name: .....

Date: ..... Capacity:.....

21. For joint applications, signature of 2nd applicant, or 2nd applicant's solicitor or other authorised agent. If signing on behalf of the applicant, please state in what capacity:

Signature: .....

Print Name: .....

Date: ..... Capacity:.....

[*Where there are more than two applicants, please use an additional sheet clearly marked "Signature(s) of further applicant(s)". The sheet should include all the information requested in paragraphs 20 and 21.*]

[*Where the application is to be submitted in an electronic form, the signature should be generated electronically and should be a copy of the person's written signature.*]

Part 8 – Contact Details

22(a) Please give the name of a person who can be contacted about the application:

……

22(b) Please give one or more telephone numbers at which the person identified in question 22(a) can be contacted:

……

23. Postal address for correspondence associated with this application:

……

……

…… Postcode:……

24. If you are happy for correspondence in relation to your application to be sent via e-mail, please give the e-mail address to which you would like correspondence to be sent:

……

PART 4

Form of application for a converted premises licence in respect of a vessel

Form of application for a converted premises licence in respect of a vessel

Application for a premises licence under the Gambling Act 2005 (transitional conversion application) (vessel)

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

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 records.

Transitional conversion applications in respect of premises which are not a vessel should be made on the relevant form for that type of premises.

Part 1 – Type of premises licence applied for

Converted casino ☐ **Bingo** ☐ **Adult gaming centre** ☐

Family entertainment centre ☐ **Betting** ☐

Tick this box if you want the application dealt with under the fast track procedure ☐

Part 2 – Applicant details

If you are an individual, please fill in section A. If the application is being made on behalf of an organisation (such as a company or partnership), please fill in Section B.

Section A
Individual applicant

1. Title: Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Dr ☐ Other (please specify)

……

2. Surname: …… Other name(s): ……
[*Use the names given in the applicant's operating licence or, if the applicant does not hold an operating licence, as given in any application for an operating licence*]

3. Applicant's address (home or business – [*delete as appropriate*]):

……

……

…… Postcode:……

4(a) The number of the applicant's operating licence (as set out in the operating licence):

……

4(b) If the applicant does not hold an operating licence but is in the process of applying for one, give the date on which the application was made:

……

5. Tick the box if the application is being made by more than one person. ☐

[*Where there are further applicants, the information required in questions 1 to 4 should be included on additional sheets attached to this form, and those sheets should be clearly marked "Details of further applicants".*]

Section B
Application on behalf of an organisation

6. Name of applicant business or organisation:

……
[*Use the names given in the applicant's operating licence or, if the applicant does not hold an operating licence, as given in any application for an operating licence*]

7. The applicant's registered or principal address:

……

……

……Postcode: ……..

8(a) The number of the applicant's operating licence (as given in the operating licence):

……

8(b) If the applicant does not hold an operating licence but is in the process of applying for one, give the date on which the application was made:

……

9. Tick the box if the application is being made by more than one organisation. ☐

[*Where there are further applicants, the information required in questions 6 to 8 should be included on additional sheets attached to this form, and those sheets should be clearly marked "Details of further applicants".*]

Part 3 – Premises Details

10. Name of vessel to be licensed:……

11. Country in which vessel is registered:……

12(a) Give the place in the licensing authority's area at which the vessel is or will be situated or moored (Give an address with postcode if available):

……

……

……

12(b) Please confirm by ticking the appropriate box whether the place stated in question 12(a) is:

(i) a fixed place in or on water at which the vessel is situated; or ☐

(ii) a place at which the vessel is permanently moored; or ☐

(iii) a place at which the vessel is habitually moored; or ☐

(iv) in any other case, a place at which the vessel is moored or is likely to be moored, or a place in the United Kingdom nearest to any place at which a vessel is, or is likely to be while activities are carried on in the vessel in reliance on the premises licence. ☐

13. If you have ticked box (iii) or (iv) in your answer to question 12(b), please indicate the number of days or months in a year when you expect the vessel to be moored at the place stated in question 12(a):

……

14. If you have ticked box (iii) or (iv) in your answer to question 12(b), please describe the other places where, and/or any other circumstances in which, the vessel will be used in reliance on the premises licence:

……

……

……

15. Please give a brief description of the vessel. Please describe the location of your premises within the vessel and indicate the uses of the other parts of the vessel:

……

……

……

……

……

16(a) Give details of the existing gambling licence or permit held by the applicant(s) with respect to the premises:

.....

.....

.....

.....

16(b) Where no existing licence or permit is held, give details of the application which is being made for the grant or transfer of such a licence or permit to the applicant(s). Please specify the authority to which the application is being made:

.....

.....

.....

.....

.....

Part 4 – Times of operation

17(a) Do you want the licensing authority to exclude a default condition so that the premises may be used for longer periods than would otherwise be the case? **Yes/ No**
[*delete as appropriate*]

[*Where the relevant kind of premises licence is not subject to any default conditions, the answer to this question will be no.* ***In all cases the answer to this question will be no, if you have indicated on the first page of the form that you want the application to be treated as a fast track application.***]

17(b) If the answer to question 17(a) is yes, please complete the table below to indicate the times when you want the premises to be available for use under the premises licence.

	Start	*Finish*	*Details of any seasonal variation*
Mon			
Tues			
Wed			
Thurs			
Fri			
Sat			
Sun			

18. If you wish to apply for a premises licence with a condition restricting gambling to specific periods in a year, please state the periods below using calendar dates:

.....

Part 5 – Miscellaneous

19(a) Do you hold any other premises licences that have been issued by this licensing authority, or are you applying for any such licences?

Yes/ No
[*delete as appropriate*]

19(b) If the answer to question 19(a) is yes, please provide full details:
.....

.....

.....

.....

.....

20. Please set out any other matters which you consider to be relevant to your application:

.....

.....

.....

.....

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.....

.....

Part 6 – Declarations and Checklist (*Please tick*)

I/ We confirm that, to the best of my/ our knowledge, the information contained in this application is true. I/ We understand that it is an offence under section 342 of the Gambling Act 2005 to give information which is false or misleading in, or in relation to, this application. ☐

I/ We confirm that the applicant(s) have the right to occupy the premises. ☐

Checklist:

- **Payment of the appropriate fee has been made/is enclosed** ☐
- **A plan of the premises is enclosed** ☐
- **A copy of the applicant's existing gambling licence or permit relating to the premises is enclosed; or where none exists, a copy of the application which is being made in respect of the premises is enclosed** ☐
- **I/ we understand that if the above requirements are not complied with the application may be rejected** ☐
- **I/ we understand that, if it is not a fast track application, it is now necessary to advertise the application and give the appropriate notice to the responsible authorities** ☐

Part 7 – Signatures

21. Signature of applicant or applicant's solicitor or other duly authorised agent. If signing on behalf of the applicant, please state in what capacity:

Signature: .....

Print Name: .....

Date: ..... Capacity:.....

22. For joint applications, signature of 2nd applicant, or 2nd applicant's solicitor or other authorised agent. If signing on behalf of the applicant, please state in what capacity:

Signature: .....

Print Name: .....

Date: ..... Capacity:.....

[*Where there are more than two applicants, please use an additional sheet clearly marked "Signature(s) of further applicant(s)". The sheet should include all the information requested in paragraphs 21 and 22.*]

Where the application is to be submitted in an electronic form, the signature should be generated electronically and should be a copy of the person's written signature.

Part 8 – Contact Details

23(a) Please give the name of a person who can be contacted about the application:

……

23(b) Please give one or more telephone numbers at which the person identified in question 23(a) can be contacted:

……

24. Postal address for correspondence associated with this application:

……

……

…… Postcode:……..

25. If you are happy for correspondence in relation to your application to be sent via e-mail, please give the e-mail address to which you would like correspondence to be sent:

……

SCHEDULE 2 Regulation 7

Form and content of application to vary a premises licence

Form and content of application to vary a premises licence

Application to vary a premises licence under the Gambling Act 2005

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

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 records.

Part 1 – Applicant details

If you are an individual, please fill in section A. If the application is being made on behalf of an organisation (such as a company or partnership), please fill in Section B.

Section A
Individual applicant

1. Title: Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Dr ☐ Other (please specify)

……

2. Surname: …… Other name(s): …… …
[*Use the names given in the applicant's operating licence or, if the applicant does not hold an operating licence, as given in any application for an operating licence*]

3. Applicant's address (home or business – [*delete as appropriate*]):

……

……

…….. Postcode:……

4(a) The number of the applicant's operating licence (as set out in the operating licence):

……

4(b) If the applicant does not hold an operating licence but is in the process of applying for one, give the date on which the application was made:

……

5. Tick the box if the application is being made by more than one person. ☐

[*Where there are further applicants, the information required in questions 1 to 4 should be included on additional sheets attached to this form, and those sheets should be clearly marked "Details of further applicants".*]

Section B
Application on behalf of an organisation

6. Name of applicant business or organisation:

……

[*Use the names given in the applicant's operating licence or, if the applicant does not hold an operating licence, as given in any application for an operating licence*]

7. The applicant's registered or principal address:

……

……

……Postcode: ……

8(a) The number of the applicant's operating licence (as given in the operating licence):

……

8(b) If the applicant does not hold an operating licence but is in the process of applying for one, give the date on which the application was made:

……

9. Tick the box if the application is being made by more than one organisation. ☐

[*Where there are further applicants, the information required in questions 6 to 8 should be included on additional sheets attached to this form, and those sheets should be clearly marked "Details of further applicants".*]

Part 2 – Premises Details

10. Trading name used at licensed premises:

……

11. Give the address of the premises or, if none, give a description of the premises and its location. Where the premises are a vessel, give the place indicated in the premises licence as the place in the licensing authority's area where the vessel is wholly or partly situated. Where possible this should include an address with postcode:

……

……

……Postcode: ……

12. Telephone number at premises (if known):.....

13. Type of premises licence to be varied:

Regional Casino ☐	Large Casino ☐	Small Casino ☐
Converted Casino ☐	Bingo ☐	Adult Gaming Centre ☐
Betting (track) ☐	Betting (other) ☐	Family Entertainment Centre ☐

14. Premises licence number (if known):.....

15. If you are making this application alongside an application for transfer or reinstatement of the premises licence into your name, please give name of the current licence holder as it appears on the premises licence (if known):

Surname: ..... Other names: .....

Part 3 – Details of variations applied for

16(a) Please give details of any variation which is being applied for. Where the application includes an application to exclude or vary a condition of the premises licence, identify the relevant condition here (unless it relates to hours of operation which are dealt with in questions 16(b) and 16(c)):

.....

.....

.....

.....

.....

.....

.....

.....

.....

16(b) Do you want the licensing authority to exclude or vary a condition of the licence so that the premises may be used for longer periods than would otherwise be the case?

Yes/ No

[*delete as appropriate*]

16(c) If the answer to question 16(b) is yes, please complete the table below to indicate the times when you want the premises to be available for use under the premises licence.

	Start	*Finish*	*Details of any seasonal variation*
Mon			
Tues			
Wed			
Thurs			
Fri			
Sat			
Sun			

17. Please indicate any particular date on which you want the variation to take effect if approved:

……../……../…….(dd/mm/yyyy)

18. Please set out any other matters which you consider to be relevant to your application:

……

……

……

……

……

……

……

……

Part 4 – Declarations and Checklist (*Please tick as appropriate*)

I/ We confirm that, to the best of my/ our knowledge, the information contained in this application is true. I/ We understand that it is an offence under section 342 of the Gambling Act 2005 to give information which is false or misleading in, or in relation to, this application. ☐

I/ We confirm that the applicant(s) have the right to occupy the premises. ☐

Checklist:

- **Payment of the appropriate fee has been made/is enclosed** ☐
- **A plan of the premises is enclosed** ☐
- **The existing premises licence is enclosed** ☐
- **The existing premises licence is not enclosed, but the application is accompanied by—**
  - **A statement explaining why it is not reasonably practicable to produce the licence and,** ☐
  - **An application under section 190 of the Gambling Act 2005 for the issue of a copy of the licence** ☐
- **I/ we understand that if the above requirements are not complied with the application may be rejected** ☐
- **I/ we understand that it is now necessary to advertise the application and give the appropriate notice to the responsible authorities** ☐

Part 5 – Signatures

19. Signature of applicant or applicant's solicitor or other duly authorised agent. If signing on behalf of the applicant, please state in what capacity:

Signature: .....

Print Name: .....

Date: ..... Capacity:.....

20. For joint applications, signature of 2nd applicant, or 2nd applicant's solicitor or other authorised agent. If signing on behalf of the applicant, please state in what capacity:

Signature: .....

Print Name: .....

Date: ..... Capacity:.....

[*Where there are more than two applicants, please use an additional sheet clearly marked "Signature(s) of further applicant(s)". The sheet should include all the information requested in paragraphs 19 and 20.*]

[*Where the application is to be submitted in an electronic form, the signature should be generated electronically and should be a copy of the person's written signature.*]

Part 6 – Contact Details

21(a) Please give the name of a person who can be contacted about the application:

……

21(b) Please give one or more telephone numbers at which the person identified in question 21(a) can be contacted:

……

22. Postal address for correspondence associated with this application:

……

……

…… Postcode:……

23. If you are happy for correspondence in relation to your application to be sent via e-mail, please give the e-mail address to which you would like correspondence to be sent:

……

SCHEDULE 3 Regulation 8

Form and content of application to transfer a premises licence

Form and content of application to transfer a premises licence

Application to transfer a premises licence under the Gambling Act 2005

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

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 records.

Part 1 – Applicant details

If you are an individual, please fill in section A. If the application is being made on behalf of an organisation (such as a company or partnership), please fill in Section B.

Section A
Individual applicant

1. Title: Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Dr ☐ Other (please specify)

……

2. Surname: …… Other name(s): ……
[*Use the names given in the applicant's operating licence or, if the applicant does not hold an operating licence, as given in any application for an operating licence*]

3. Applicant's address (home or business – [*delete as appropriate*])

……

……

…….. Postcode:……

4(a) The number of the applicant's operating licence (as set out in the operating licence):

……

4(b) If the applicant does not hold an operating licence but is in the process of applying for one, give the date on which the application was made:

……

5. Tick the box if the application is being made by more than one person. ☐

[*Where there are further applicants, the information required in questions 1 to 4 should be included on additional sheets attached to this form, and those sheets should be clearly marked "Details of further applicants".*]

Section B
Application on behalf of an organisation

6. Name of applicant business or organisation:

……..
[*Use the names given in the applicant's operating licence or, if the applicant does not hold an operating licence, as given in any application for an operating licence*]

7. The applicant's registered or principal address:

……..

……..

……..……Postcode: ……..

8(a) The number of the applicant's operating licence (as given in the operating licence):

……

8(b) If the applicant does not hold an operating licence but is in the process of applying for one, give the date on which the application was made:

……...

9. Tick the box if the application is being made by more than one organisation. ☐

[*Where there are further applicants, the information required in questions 6 to 8 should be included on additional sheets attached to this form, and those sheets should be clearly marked "Details of further applicants".*]

Part 2 – Premises Details

10. Trading name used at licensed premises:

……

11. Give the address of the premises or, if none, give a description of the premises and its location. Where the premises are a vessel, give the place indicated in the premises licence as the place in the licensing authority's area where the vessel is wholly or partly situated. Where possible this should include an address with postcode:

……

……

……

…….. Postcode: ……

12. Telephone number at premises (if known):……..

13. Type of premises licence to be transferred:

Regional Casino ☐	Large Casino ☐	Small Casino ☐
Converted Casino ☐	Bingo ☐	Adult Gaming Centre ☐
Betting (track) ☐	Betting (other) ☐	Family Entertainment Centre ☐

14. Premises licence number (if known):……

15. Please give name of the current licence holder as it appears on the premises licence (if known):

Surname: …… Other names: ……..

Part 3 – Details of application for transfer

16. Give the date on which you want the transfer to take effect if approved:

……../……../……(dd/mm/yyyy)

17. If you want section 189(6) of the Gambling Act 2005 to apply, please tick the box ☐

[*Section 189(6) of the Gambling Act 2005 enables the applicant to be treated as the premises licence holder from the date on which this application is made until the date on which it is decided.*]

18(a) Have you contacted the holder of the premises licence? **Yes/ No**
[*delete as appropriate*]

18(b) If the answer to question 18(a) is no, please confirm by ticking the box that you have taken all reasonable steps to contact the person or persons holding the premises licence. ☐

18(c) If you have answered question 18(b) by ticking the box, please give full details of the steps that you have taken to contact the holder of the premises licence:

……..

……..

……..

……..

……..

……

19. Please set out any other matters which you consider to be relevant to your application:

.....

.....

.....

.....

.....

.....

.....

.....

.....

Part 4 – Declarations and Checklist (*Please tick as appropriate*)

I/ We confirm that, to the best of my/ our knowledge, the information contained in this application is true. I/ We understand that it is an offence under section 342 of the Gambling Act 2005 to give information which is false or misleading in, or in relation to, this application. ☐

I/ We confirm that the applicant(s) have the right to occupy the premises. ☐

Checklist:

- **Payment of the appropriate fee has been made/is enclosed** ☐
- **A plan of the premises is enclosed** ☐
- **The existing premises licence is enclosed** ☐
- **The existing premises licence is not enclosed, but the application is accompanied by—**
  - **A statement explaining why it is not reasonably practicable to produce the licence and,** ☐
  - **An application under section 190 of the Gambling Act 2005 for the issue of a copy of the licence** ☐
- **I/ we understand that if the above requirements are not complied with the application may be rejected** ☐

Part 5 – Signatures

20. Signature of applicant or applicant's solicitor or other duly authorised agent. If signing on behalf of the applicant, please state in what capacity:

Signature: ……

Print Name: ……

Date: …… Capacity:……

21. For joint applications, signature of 2nd applicant, or 2nd applicant's solicitor or other authorised agent. If signing on behalf of the applicant, please state in what capacity:

Signature: ……

Print Name: ……

Date: …… Capacity:……

[*Where there are more than two applicants, please use an additional sheet clearly marked "Signature(s) of further applicant(s)". The sheet should include all the information requested in paragraphs 20 and 21.*]

[*Where the application is to be submitted in an electronic form, the signature should be generated electronically and should be a copy of the person's written signature.*]

Part 6 – Contact Details

22(a) Please give the name of a person who can be contacted about the application:

……

22(b) Please give one or more telephone numbers at which the person identified in question 22(a) can be contacted:

……

23. Postal address for correspondence associated with this application:

……

……

…… Postcode:……

24. If you are happy for correspondence in relation to your application to be sent via e-mail, please give the e-mail address to which you would like correspondence to be sent:

……

SCHEDULE 4 Regulation 9

Form and content of application for reinstatement of a premises licence

Form and content of application for reinstatement of a premises licence

Application for the reinstatement of a premises licence under the Gambling Act 2005

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

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 records.

Part 1 – Applicant details

If you are an individual, please fill in section A. If the application is being made on behalf of an organisation (such as a company or partnership), please fill in Section B.

Section A
Individual applicant

1. Title: Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Dr ☐ Other (please specify)

……

2. Surname: …… Other name(s): …… …
[*Use the names given in the applicant's operating licence or, if the applicant does not hold an operating licence, as given in any application for an operating licence*]

3. Applicant's address (home or business – [*delete as appropriate*]):

……

……

…… Postcode:……

4(a) The number of the applicant's operating licence (as set out in the operating licence):

……

4(b) If the applicant does not hold an operating licence but is in the process of applying for one, give the date on which the application was made:

……

5. Tick the box if the application is being made by more than one person. ☐

[*Where there are further applicants, the information required in questions 1 to 4 should be included on additional sheets attached to this form, and those sheets should be clearly marked "Details of further applicants".*]

Section B
Application on behalf of an organisation

6. Name of applicant business or organisation:

……
[*Use the names given in the applicant's operating licence or, if the applicant does not hold an operating licence, as given in any application for an operating licence*]

7. The applicant's registered or principal address:

……

……

……..……Postcode: ……..

8(a) The number of the applicant's operating licence (as given in the operating licence):

……

8(b) If the applicant does not hold an operating licence but is in the process of applying for one, give the date on which the application was made:

……

9. Tick the box if the application is being made by more than one organisation. ☐

[*Where there are further applicants, the information required in questions 6 to 8 should be included on additional sheets attached to this form, and those sheets should be clearly marked "Details of further applicants".*]

Part 2 – Premises Details

10. Trading name used at premises:

……

11. Give the address of the premises or, if none, give a description of the premises and its location. Where the premises are a vessel, give the place indicated in the premises licence as the place in the licensing authority's area where the vessel is wholly or partly situated. Where possible this should include an address with postcode:

……

……

…….. Postcode: ……

12. Telephone number at premises (if known):.....

13. Type of premises licence to be reinstated:

Regional Casino ☐	Large Casino ☐	Small Casino ☐
Converted Casino ☐	Bingo ☐	Adult Gaming Centre ☐
Betting (track) ☐	Betting (other) ☐	Family Entertainment Centre ☐

14. Premises licence number (if known):.....

15. If known, please give the name of the person who held the premises licence immediately before it lapsed:

Surname: ..... Other names: .....

16. Please indicate as accurately as you can the date on which the premises licence lapsed:.....

Part 3 – Details of application for reinstatement

17. Please confirm by ticking the box that you are applying for the reinstatement to take effect on the date on which the application is granted. ☐

18. Please set out any other matters which you consider to be relevant to your application:

.....

.....

.....

.....

.....

.....

.....

.....

Part 4 – Declarations and Checklist (*Please tick as appropriate*)

I/ We confirm that, to the best of my/ our knowledge, the information contained in this application is true. I/ We understand that it is an offence under section 342 of the Gambling Act 2005 to give information which is false or misleading in, or in relation to, this application. ☐

I/ We confirm that the applicant(s) have the right to occupy the premises. ☐

Checklist:

- **Payment of the appropriate fee has been made/is enclosed** ☐
- **A plan of the premises is enclosed** ☐
- **The existing premises licence is enclosed** ☐
- **The existing premises licence is not enclosed, but the application is accompanied by—**
  - **A statement explaining why it is not reasonably practicable to produce the licence and,** ☐
  - **An application under section 190 of the Gambling Act 2005 for the issue of a copy of the licence** ☐
- **I/ we understand that if the above requirements are not complied with the application may be rejected** ☐

Part 5 – Signatures

19. Signature of applicant or applicant's solicitor or other duly authorised agent. If signing on behalf of the applicant, please state in what capacity:

Signature: ……

Print Name: ……

Date: …… Capacity:……

20. For joint applications, signature of 2nd applicant, or 2nd applicant's solicitor or other authorised agent. If signing on behalf of the applicant, please state in what capacity:

Signature: ……

Print Name: ……

Date: …… Capacity:……

[*Where there are more than two applicants, please use an additional sheet clearly marked "Signature(s) of further applicant(s)". The sheet should include all the information requested in paragraphs 19 and 20.*]

[*Where the application is to be submitted in an electronic form, the signature should be generated electronically and should be a copy of the person's written signature.*]

Part 6 – Contact Details

21(a) Please give the name of a person who can be contacted about the application:

……

21(b) Please give one or more telephone numbers at which the person identified in question 21(a) can be contacted:

……

22. Postal address for correspondence associated with this application:

……

……

…… Postcode:……

23. If you are happy for correspondence in relation to your application to be sent via e-mail, please give the e-mail address to which you would like correspondence to be sent:

……

SCHEDULE 5 Regulation 10(1)

Form and content of application for a provisional statement

PART 1

Form of application for a provisional statement

Form of application for a provisional statement

Application for a provisional statement under the Gambling Act 2005 (standard form)

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

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 records.

Where the application is in respect of a vessel the application should be made on the relevant form for that type of premises

Part 1 – Type of premises to which the application relates

Regional casino ☐ **Large casino** ☐ **Small casino** ☐

Bingo ☐ **Adult gaming centre** ☐ **Family entertainment centre** ☐

Betting (Track) ☐ **Betting (Other)** ☐

Part 2 – Applicant details

If you are an individual, please fill in section A. If the application is being made on behalf of an organisation (such as a company or partnership), please fill in Section B.

Section A
Individual applicant

1. Title: Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Dr ☐ Other (please specify)

.....

2. Surname: ..... Other name(s): .....
[*Use the names given in the applicant's operating licence or, if the applicant does not hold an operating licence, as given in any application for an operating licence*]

3. Applicant's address (home or business – [*delete as appropriate*])

……

……

…….. Postcode:……

4(a) The number of the applicant's operating licence (as set out in the operating licence):

……

4(b) If the applicant does not hold an operating licence but is in the process of applying for one, give the date on which the application was made:

……

5. Tick the box if the application is being made by more than one person. ☐

[*Where there are further applicants, the information required in questions 1 to 4 should be included on additional sheets attached to this form, and those sheets should be clearly marked "Details of further applicants".*]

Section B
Application on behalf of an organisation

6. Name of applicant business or organisation:

……
[*Use the names given in the applicant's operating licence or, if the applicant does not hold an operating licence, as given in any application for an operating licence*]

7. The applicant's registered or principal address:

……

……

……Postcode: ……..

8(a) The number of the applicant's operating licence (as given in the operating licence):

……

8(b) If the applicant does not hold an operating licence but is in the process of applying for one, give the date on which the application was made:

……

9. Tick the box if the application is being made by more than one organisation. ☐

[*Where there are further applicants, the information required in questions 6 to 8 should be included on additional sheets attached to this form, and those sheets should be clearly marked "Details of further applicants".*]

Part 3 – Premises Details

10. Proposed trading name to be used at the premises (if known):

……

11. Address of the premises (or, if none, give a description of the premises or proposed premises and their location):

……

……

……

……

……Postcode: ……

12. Telephone number at premises (if known):……

13. If the premises are in only a part of a building, please describe the nature of the building (for example, a shopping centre or office block). The description should include the number of floors within the building and the floor(s) on which the premises are located.

……

……

……

……

……

14(a) Are the premises or proposed premises situated in more than one licensing authority area? **Yes/No**

[*delete as appropriate*]

14(b) If the answer to question 14(a) is yes, please give the names of all the licensing authorities within whose area the premises or proposed premises are partly located, **other than the licensing authority to which this application is made**.

……

……

Part 4 – Times of operation

15(a) Do you want the licensing authority to exclude a default condition so that the premises may be used for longer periods than would otherwise be the case?

Yes/ No

[*delete as appropriate*]

[*Where the relevant kind of premises licence is not subject to any default conditions, the answer to this question will be no.*]

15(b) If the answer to question 15(a) is yes, please complete the table below to indicate the times when you want the premises to be available for use under the premises licence

	Start	*Finish*	*Details of any seasonal variation*
Mon			
Tues			
Wed			
Thurs			
Fri			
Sat			
Sun			

16. If you want the premises licence to have a condition restricting gambling to specific periods in a year, please state the periods below using calendar dates:

.....

Part 5 – Miscellaneous

17(a) Does the application relate to premises or proposed premises which are part of a track or other sporting venue which already has a premises licence:

Yes/ No

[*delete as appropriate*]

17(b) If the answer to question 17(a) is yes, please confirm by ticking the box that an application to vary the main track premises licence has been submitted with this application. ☐

18(a) Do you hold any other premises licences that have been issued by this licensing authority?

Yes/ No
[*delete as appropriate*]

18(b) If the answer to question 18(a) is yes, please provide full details:
……

……

……

……

19. Please set out any other matters which you consider to be relevant to your application:

……

……

……

……

……

……

……

……

Part 6 – Declarations and Checklist (*Please tick*)

I/ We confirm that, to the best of my/ our knowledge, the information contained in this application is true. I/ We understand that it is an offence under section 342 of the Gambling Act 2005 to give information which is false or misleading in, or in relation to, this application. ☐

Checklist:

- **Payment of the appropriate the fee has been made/is enclosed** ☐
- **A plan of the premises or proposed premises is enclosed** ☐
- **I/ we understand that if the above requirements are not complied with the application may be rejected** ☐
- **I/ we understand that it is now necessary to advertise the application and give the appropriate notice to the responsible authorities** ☐

Part 7 – Signatures

20. Signature of applicant or applicant's solicitor or other duly authorised agent. If signing on behalf of the applicant, please state in what capacity:

Signature: ……..

Print Name: ……

Date: …… Capacity:……..

21. For joint applications, signature of 2nd applicant, or 2nd applicant's solicitor or other authorised agent. If signing on behalf of the applicant, please state in what capacity:

Signature: ……..

Print Name: ……

Date: …… Capacity:……..

[*Where there are more than two applicants, please use an additional sheet clearly marked "Signature(s) of further applicant(s)". The sheet should include all the information requested in paragraphs 20 and 21.*]

[*Where the application is to be submitted in an electronic form, the signature should be generated electronically and should be a copy of the person's written signature.*]

Part 8 – Contact Details

22(a) Please give the name of a person who can be contacted about the application:

……

22(b) Please give one or more telephone numbers at which the person identified in question 22(a) can be contacted:

……

23. Postal address for correspondence associated with this application:

……

……

…… Postcode:……..

24. If you are happy for correspondence in relation to your application to be sent via e-mail, please give the e-mail address to which you would like correspondence to be sent:

……..

PART 2

Form of application for a provisional statement (vessel)

Form of application for a provisional statement (vessel)

Application for a provisional statement under the Gambling Act 2005 (vessel)

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

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 records.

Applications in respect of premises which are not a vessel should be made on the relevant form for those types of premises.

Part 1 – Type of premises to which the application relates

Regional casino ☐ **Large casino** ☐ **Small casino** ☐

Bingo ☐ **Adult gaming centre** ☐ **Family entertainment centre** ☐

Betting ☐

Part 2 – Applicant details

If you are an individual, please fill in section A. If the application is being made on behalf of an organisation (such as a company or partnership), please fill in Section B.

Section A
Individual applicant

1. Title: Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Dr ☐ Other (please specify)

.....

2. Surname: ..... Other name(s): .....
[*Use the names given in the applicant's operating licence or, if the applicant does not hold an operating licence, as given in any application for an operating licence*]

3. Applicant's address (home or business – [*delete as appropriate*]):

.....

.....

..... Postcode:.....

4(a) The number of the applicant's operating licence (as set out in the operating licence):

……

4(b) If the applicant does not hold an operating licence but is in the process of applying for one, give the date on which the application was made:

……

5. Tick the box if the application is being made by more than one person. ☐

[*Where there are further applicants, the information required in questions 1 to 4 should be included on additional sheets attached to this form, and those sheets should be clearly marked "Details of further applicants".*]

Section B
Application on behalf of an organisation

6. Name of applicant business or organisation:

……
[*Use the names given in the applicant's operating licence or, if the applicant does not hold an operating licence, as given in any application for an operating licence*]

7. The applicant's registered or principal address:

……

……

……Postcode: ……

8(a) The number of the applicant's operating licence (as given in the operating licence):

……

8(b) If the applicant does not hold an operating licence but is in the process of applying for one, give the date on which the application was made:

……

9. Tick the box if the application is being made by more than one organisation. ☐

[*Where there are further applicants, the information required in questions 6 to 8 should be included on additional sheets attached to this form, and those sheets should be clearly marked "Details of further applicants".*]

Part 3 – Premises Details

10. Name of vessel to which the application relates (if known):

……

11. Country in which vessel is registered (if known):

……

12(a) Give the place in the licensing authority's area at which the vessel is or will be situated or moored (Give an address with postcode if available):

……

……

……

12(b) Please confirm by ticking the appropriate box whether the place stated in question 12(a) is:

(i) a fixed place in or on water at which the vessel is situated; or ☐

(ii) a place at which the vessel is permanently moored; or ☐

(iii) a place at which the vessel is habitually moored; or ☐

(iv) in any other case, a place at which the vessel is moored or is likely to be moored or a place in the United Kingdom nearest to any place at which a vessel is, or is likely to be while activities are carried on in the vessel in reliance on the premises licence. ☐

13. If you have ticked box (iii) or (iv) in your answer to question 12(b), please indicate the number of days or months in a year when you expect the vessel to be moored at the place stated in question 12(a):

……

14. If you have ticked box (iii) or (iv) in your answer to question 12(b), please describe the other places where, and/or any other circumstances in which, the vessel will be used in reliance on the premises licence:

……

……

……

……

15. Please give a brief description of the vessel. Please describe the location of your premises within the vessel and indicate the uses of the other parts of the vessel:

.....

.....

.....

.....

.....

.....

Part 4 – Times of operation

16(a) Do you want the licensing authority to exclude a default condition so that the premises may be used for longer periods than would otherwise be the case? **Yes/ No**
[*delete as appropriate*]
[*Where the relevant kind of premises licence is not subject to any default conditions, the answer to this question will be no.*]

16(b) If the answer to question 16(a) is yes, please complete the table below to indicate the times when you want the premises to be available for use under the premises licence.

	Start	*Finish*	*Details of any seasonal variation*
Mon			
Tues			
Wed			
Thurs			
Fri			
Sat			
Sun			

17. If you want the premises licence to have a condition restricting gambling to specific periods in a year, please state the periods below using calendar dates:

.....

Part 5 – Miscellaneous

18(a) Do you hold any other premises licences that have been issued by this licensing authority?

Yes/ No
[*delete as appropriate*]

18(b) If the answer to question 18(a) is yes, please provide full details:

.....

.....

.....

.....

.....

19. Please set out any other matters which you consider to be relevant to your application:

.....

.....

.....

.....

.....

.....

.....

Part 6 – Declarations and Checklist (*Please tick*)

I/ We confirm that, to the best of my/ our knowledge, the information contained in this application is true. I/ We understand that it is an offence under section 342 of the Gambling Act 2005 to give information which is false or misleading in, or in relation to, this application. ☐

Checklist:

- **Payment of the appropriate fee has been made/is enclosed** ☐
- **A plan of the premises or proposed premises is enclosed** ☐
- **I/ we understand that if the above requirements are not complied with the application may be rejected** ☐
- **I/ we understand that it is now necessary to advertise the application and give the appropriate notice to the responsible authorities** ☐

Part 7 – Signatures

20. Signature of applicant or applicant's solicitor or other duly authorised agent. If signing on behalf of the applicant, please state in what capacity:

Signature: .....

Print Name: .....

Date: ..... Capacity:.....

21. For joint applications, signature of 2nd applicant, or 2nd applicant's solicitor or other authorised agent. If signing on behalf of the applicant, please state in what capacity:

Signature: .....

Print Name: .....

Date: ..... Capacity:.....

[*Where there are more than two applicants, please use an additional sheet clearly marked "Signature(s) of further applicant(s)". The sheet should include all the information requested in paragraphs 20 and 21.*]

[*Where the application is to be submitted in an electronic form, the signature should be generated electronically and should be a copy of the person's written signature.*]

Part 8 – Contact Details

22(a) Please give the name of a person who can be contacted about the application:

.....

22(b) Please give one or more telephone numbers at which the person identified in question 22(a) can be contacted:

.....

23. Postal address for correspondence associated with this application:

.....

.....

.....Postcode:.....

24. If you are happy for correspondence in relation to your application to be sent via e-mail, please give the e-mail address to which you would like correspondence to be sent:

.....

SCHEDULE 6 Regulation 12

Form of notice of application

PART 1

Application for a premises licence: form of notice to be given to the responsible authorities

Application for a premises licence: form of notice to be given to the responsible authorities

Two forms are specified for the purposes of this Part. Form A is to be used where there is only one applicant. Form B is to be used where there are two or more applicants.

Form A

NOTICE OF APPLICATION FOR A PREMISES LICENCE

This notice is issued in accordance with regulations made under section 160 of the Gambling Act 2005

Notice is hereby given that:

……..
[*Give the full name of the applicant as set out in Part 2 of the application for a premises licence*]

of the following address:……..

……..

……..

……Postcode……
[*Give the full address of the applicant as set out in Part 2 of the application for a premises licence*]

the number of whose operating licence is ……/

who applied for an operating licence on……

[*Delete as appropriate. Insert the reference number of the applicant's operating licence (as set out in the operating licence). Where an application for an operating licence is in the process of being made, indicate the date on which the application was made.*]

has made an application for a …….. premises licence.
[*Insert here the kind of premises licence being applied for*]

The application relates to the following premises:

……

……

……

……

……

……
[*Give the trading name to be used at the premises, and the address of the premises (or, if none, give a description of the premises and their location).*]

The application for a premises licence has been made to the following licensing authority:

……

……

……

……Postcode……..

Website:……
[*Insert name of the licensing authority and the address of its principal office, followed by the address of its website*]

Information about the application is available from the licensing authority, including the arrangements for viewing the details of the application.

The following person connected with the applicant is able to give further information about the application:

……
[*This entry is optional and is to be included if the applicant wishes to provide the name, telephone number and (if available) e-mail address of a person connected with the applicant who is able to answer questions and provide further information about the application.*]

Any representations under section 161 of the Gambling Act 2005 must be made no later than the following date:

……
[*Please insert last day on which representations may be made in relation to the application. The period for making representations is 28 days (inclusive) starting with the day on which the application for the premises licence was made to the licensing authority.*]

Form B

NOTICE OF APPLICATION FOR A PREMISES LICENCE

This notice is issued in accordance with regulations made under section 160 of the Gambling Act 2005

Notice is hereby given that the persons or organisations whose details are given in the Schedule to this notice have made an

application for a ……premises licence
[*Insert here the kind of premises licence being applied for*]

The application relates to the following premises:

……

……

……

……

……
[*Give the trading name to be used at the premises, and the address of the premises (or, if none, give a description of the premises and their location).*]

The application for a premises licence has been made to the following licensing authority:

……

……

……

……Postcode……..

Website:……
[*Insert name of the licensing authority and the address of its principal office, followed by the address of its website*]

Information about the application is available from the licensing authority, including the arrangements for viewing the details of the application.

The following person connected with the applicant is able to give further information about the application:

……
[*This entry is optional and is to be included if the applicant wishes to provide the name, telephone number and (if available) e-mail address of a person connected with the applicant who is able to answer questions and provide further information about the application.*]

Any representations under section 161 of the Gambling Act 2005 must be made no later than the following date:

……..
[*Please insert last day on which representations may be made in relation to the application. The period for making representations is 28 days (inclusive) starting with the day on which the application for the premises licence was made to the licensing authority.*]

SCHEDULE OF APPLICANTS

The persons or organisations making the application are as follows:

Name of 1st Applicant:

……..
[*Give the full name of the applicant as set out in Part 2 of the application for a premises licence*]

Address of 1st Applicant:……

……..

……..

……Postcode……
[*Give the full address of the applicant as set out in Part 2 of the application for a premises licence*]

The number of the operating licence held by 1st Applicant is:……./

The 1st Applicant applied for an operating licence on……..……

[*Delete as appropriate. Insert the reference number of the applicant's operating licence (as set out in the operating licence). Where an application for an operating licence is in the process of being made, indicate the date on which the application was made.*]

Name of 2nd Applicant:……..
[*Give the full name of the applicant as set out in Part 2 of the application for a premises licence*]

Address of 2nd Applicant:……

……..

……..

……Postcode……
[*Give the full address of the applicant as set out in Part 2 of the application for a premises licence*]

The number of the operating licence held by 2nd Applicant is:……/

The 2nd Applicant applied for an operating licence on……

[*Delete as appropriate. Insert the reference number of the applicant's operating licence (as set out in the operating licence). Where an application for an operating licence is in the process of being made, indicate the date on which the application was made.*]

[***Where there are more than two applicants, also give the same information for the other applicants.***]

PART 2

Application for a premises licence: form of notice to be published

Application for a premises licence: form of notice to be published

NOTICE OF APPLICATION FOR A PREMISES LICENCE UNDER THE GAMBLING ACT 2005

Notice is hereby given that:

……..
[*Give the full name of the applicant(s)*]

of the following address:……..

……..

……..

……

is/ are applying for a ……premises licence under section 159 of the Gambling Act 2005. [*Insert kind of premises licence being applied for*]

The application relates to the following premises:

……

……

……

……
[*Give the trading name to be used at the premises, and the address of the premises (or, if none, give a description of the premises and their location)*]

The application has been made to:……
[*Specify the name of the licensing authority to which the application has been made*]

Information about the application is available from the licensing authority, including the arrangements for viewing the details of the application.

Any of the following persons may make representations in writing to the licensing authority about the application:

- A person who lives sufficiently close to the premises to be likely to be affected by the authorised activities
- A person who has business interests that might be affected by the authorised activities
- A person who represents someone in any of the above two categories.

Any representations must be made by the following date:……

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.

PART 3

Application to vary a premises licence: form of notice to be given to the responsible authorities

Application to vary a premises licence: form of notice to be given to the responsible authorities

Two forms are specified for the purposes of this Part. Form A is to be used where there is only one applicant. Form B is to be used where there are two or more applicants.

Form A

NOTICE OF APPLICATION TO VARY A PREMISES LICENCE

This notice is issued in accordance with regulations made under section 160 of the Gambling Act 2005

Notice is hereby given that:

……..
[*Give the full name of the applicant. The name should be the same as that given in Part 1 of the application to vary the premises licence.*]

of the following address:……

……..

……..

……Postcode……
[*Give the full address of the applicant. The address should be the same as that set out in Part 1 of the application to vary the premises licence.*]

the number of whose operating licence is ……/

who applied for an operating licence on……

[*Delete as appropriate. Insert the reference number of the applicant's operating licence (as set out in the operating licence). Where an application for an operating licence is in the process of being made, indicate the date on which the application was made.*]

has made an application to vary a premises licence of the following type:

……..
[*Specify the type of premises licence to which the application relates*]

The application relates to the following licensed premises:

……

……

……

……

……

……

[*Give the trading name used at the premises, and the address of the premises (or, if none, give a description of the premises and their location).*]

Details of the variation sought:

……

……

……

……

……

……

The application has been made to the following licensing authority:

……

……

……

……Postcode……..

Website:……

[*Insert name of the licensing authority and the address of its principal office, followed by the address of its website*]

The current licence holder(s) is/ are:

……

[*Give the full name of the licence holder(s) as set out in the premises licence (if known). Where the applicant is the licence holder, it is sufficient to state "the applicant".*]

Information about the application is available from the licensing authority, including the arrangements for viewing the details of the application.

The following person connected with the applicant is able to give further information about the application:

.....

[*This entry is optional and is to be included if the applicant wishes to provide the name, telephone number and (if available) e-mail address of a person connected with the applicant who is able to answer questions and provide further information about the application.*]

Any representations under section 161 of the Gambling Act 2005 must be made no later than the following date:

.....

[*Please insert last day on which representations may be made in relation to the application. The period for making representations is 28 days (inclusive) starting with the day on which the application was made to the licensing authority.*]

Form B

NOTICE OF APPLICATION TO VARY A PREMISES LICENCE

This notice is issued in accordance with regulations made under section 160 of the Gambling Act 2005

Notice is hereby given that the persons or organisations whose details are given in the Schedule to this notice have applied to vary a premises licence of the following type:

.....

[*Specify the type of premises licence to which the application relates*]

The application relates to the following premises:

.....

.....

.....

.....

.....

[*Give the trading name used at the premises, and the address of the premises (or, if none, give a description of the premises and their location).*]

Details of the variation sought:

.....

.....

.....

.....

.....

.....

The application has been made to the following licensing authority:

.....

.....

.....

.....Postcode.....

Website:.....

[*Insert name of the licensing authority and the address of its principal office, followed by the address of its website*]

The current licence holder(s) is/ are:

……

[*Give the full name of the licence holder(s) as set out in the premises licence (if known). Where the applicant is the licence holder, it is sufficient to state "the applicant".*]

Information about the application is available from the licensing authority, including the arrangements for viewing the details of the application.

The following person connected with the applicant is able to give further information about the application:

……

[*This entry is optional and is to be included if the applicant wishes to provide the name, telephone number and (if available) e-mail address of a person connected with the applicant who is able to answer questions and provide further information about the application.*]

Any representations under section 161 of the Gambling Act 2005 must be made no later than the following date:

……

[*Please insert last day on which representations may be made in relation to the application. The period for making representations is 28 days (inclusive) starting with the day after the day on which the application was made to the licensing authority.*]

SCHEDULE OF APPLICANTS

The persons or organisations making the application are as follows:

Name of 1st Applicant::

……

[*Give the full name of the applicant. The name should be the same as that given in Part 1 of the application to vary the premises licence.*]

Address of 1st Applicant:……

……

……

……Postcode……

[*Give the full address of the 1st Applicant. The address should be the same as that set out in Part 1 of the application to vary the premises licence.*]

The number of the operating licence held by 1st Applicant is:……./
The 1st Applicant applied for an operating licence on……

[*Delete as appropriate. Insert the reference number of the applicant's operating licence (as set out in the operating licence). Where an application for an operating licence is in the process of being made, indicate the date on which the application was made.*]

Name of 2nd Applicant:……..……..
[*Give the full name of the applicant. The name should be the same as that given in Part 1 of the application to vary the premises licence.*]

Address of 2nd Applicant:…….……

……..

……..

……Postcode……
[*Give the full address of the applicant. The address should be the same as that set out in Part 1 of the application to vary the premises licence.*]

The number of the operating licence held by 2nd Applicant is:……./

The 2nd Applicant applied for an operating licence on……..……

[*Delete as appropriate. Insert the reference number of the applicant's operating licence (as set out in the operating licence). Where an application for an operating licence is in the process of being made, indicate the date on which the application was made.*]

[***Where there are more than two applicants, also give the same information for the other applicants.***]

PART 4

Application to vary a premises licence: form of notice to be published

Application to vary a premises licence: form of notice to be published

NOTICE OF APPLICATION TO VARY A PREMISES LICENCE UNDER THE GAMBLING ACT 2005

Notice is hereby given that:

.....
[Give the full name of the applicant(s)]

of the following address:.....

.....

.....

is/ are applying under section 187 of the Gambling Act 2005 to vary a..... premises licence issued under that Act. [*Insert here the kind of premises licence to which the application relates*]

The application relates to the following premises:

.....

.....

.....
[*Give the trading name used at the premises, and the address of the premises (or, if none, give a description of the premises and their location).*]

The application is to vary the licence as follows:

.....

.....

The application has been made to:.....
[*Specify the name of the licensing authority to which the application has been made*]

Information about the application is available from the licensing authority, including the arrangements for viewing the details of the application.

Any of the following persons may make representations in writing to the licensing authority about the application:

- A person who lives sufficiently close to the premises to be likely to be affected by the authorised activities
- A person who has business interests that might be affected by the authorised activities
- A person who represents someone in any of the above two categories.

Any representations must be made by the following date:.....

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.

PART 5

Application to transfer a premises licence: form of notice to be given to the responsible authorities

Application to transfer a premises licence: form of notice to be given to the responsible authorities

Two forms are specified for the purposes of this Part. Form A is to be used where there is only one applicant. Form B is to be used where there are two or more applicants.

Form A

NOTICE OF APPLICATION TO TRANSFER A PREMISES LICENCE

This notice is issued in accordance with regulations made under section 160 of the Gambling Act 2005

Notice is hereby given that:

.....

[*Give the full name of the applicant. The name should be the same as that given in Part 1 of the application to transfer the premises licence.*]

of the following address:.....

.....

.....

.....Postcode.....

[*Give the full address of the applicant. The address should be the same as that set out in Part 1 of the application to transfer the premises licence.*]

the number of whose operating licence is ...../

who applied for an operating licence on.....

[*Delete as appropriate. Insert the reference number of the applicant's operating licence (as set out in the operating licence). Where an application for an operating licence is in the process of being made, indicate the date on which the application was made.*]

has applied for the transfer to them of a premises licence of the following type:

.....

[*Specify the type of premises licence to which the application relates*]

The application relates to the following licensed premises:

……

……

……

……

……
[*Give the trading name used at the premises, and the address of the premises (or, if none, give a description of the premises and their location).*]

The application has been made to the following licensing authority:

……

……

……

……Postcode……

Website:……
[*Insert name of the licensing authority and the address of its principal office, followed by the address of its website*]

The current licence holder(s) is/ are:

……
[*Give the full name of the licence holder(s) as set out in the premises licence (if known).*]

The number of the premises licence (if known):……
[*Insert here the reference number of the premises licence as given in the licence itself.*]

Information about the application is available from the licensing authority, including the arrangements for viewing the details of the application.

The following person connected with the applicant is able to give further information about the application:

……
[*This entry is optional and is to be included if the applicant wishes to provide the name, telephone number and (if available) e-mail address of a person connected with the applicant who is able to answer questions and provide further information about the application.*]

Any representations under section 161 of the Gambling Act 2005 must be made no later than the following date:

.....

[*Please insert last day on which representations may be made in relation to the application. The period for making representations is 28 days (inclusive) starting with the day on which the application was made to the licensing authority.*]

Form B

NOTICE OF APPLICATION TO TRANSFER A PREMISES LICENCE

This notice is issued in accordance with regulations made under section 160 of the Gambling Act 2005

Notice is hereby given that the persons or organisations whose details are given in the Schedule to this notice have applied for the transfer to them of a premises licence of the following type:

.....
[*Specify the type of premises licence to which the application relates*]

The application relates to the following premises:

.....

.....

.....

.....

.....

.....
[*Give the trading name used at the premises, and the address of the premises (or, if none, give a description of the premises and their location).*]

The application has been made to the following licensing authority:

.....

.....

.....

.....Postcode.....

Website:.....
[*Insert name of the licensing authority and the address of its principal office, followed by the address of its website*]

The current licence holder(s) is/ are:

.....
[*Give the full name of the licence holder(s) as set out in the premises licence (if known).*]

The number of the premises licence (if known):.....
[*Insert here the reference number of the premises licence as given in the licence itself.*]

Information about the application is available from the licensing authority, including the arrangements for viewing the details of the application.

The following person connected with the applicant is able to give further information about the application:

.....

[*This entry is optional and is to be included if the applicant wishes to provide the name, telephone number and (if available) e-mail address of a person connected with the applicant who is able to answer questions and provide further information about the application.*]

Any representations under section 161 of the Gambling Act 2005 must be made no later than the following date:

.....

[*Please insert last day on which representations may be made in relation to the application. The period for making representations is 28 days (inclusive) starting with the day on which the application was made to the licensing authority.*]

SCHEDULE OF APPLICANTS

The persons or organisations making the application are as follows:

Name of 1st Applicant::

.....

[*Give the full name of the applicant. The name should be the same as that given in Part 1 of the application to transfer the premises licence.*]

Address of 1st Applicant:.....

.....

.....

.....Postcode.....

[*Give the full address of the 1st Applicant. The address should be the same as that set out in Part 1 of the application to transfer the premises licence.*]

The number of the operating licence held by 1st Applicant is:...../

The 1st Applicant applied for an operating licence on.....

[*Delete as appropriate. Insert the reference number of the applicant's operating licence (as set out in the operating licence). Where an application for an operating licence is in the process of being made, indicate the date on which the application was made.*]

Name of 2nd Applicant:……..……..……..

PART 6

Application for the reinstatement of a premises licence: form of notice to be given to the responsible authorities

Application for the reinstatement of a premises licence: form of notice to be given to the responsible authorities

Form A

NOTICE OF APPLICATION FOR THE REINSTATEMENT OF A PREMISES LICENCE

This notice is issued in accordance with regulations made under section 160 of the Gambling Act 2005

Notice is hereby given that:

.....

[*Give the full name of the applicant. The name should be the same as that given in Part 1 of the application for reinstatement of the premises licence*]

of the following address:.....

.....

.....

.....Postcode.....

[*Give the full address of the applicant. The address should be the same as that set out in Part 1 of the application for reinstatement of the premises licence.*]

the number of whose operating licence is ...../

who applied for an operating licence on.....

[*Delete as appropriate. Insert the reference number of the applicant's operating licence (as set out in the operating licence). Where an application for an operating licence is in the process of being made, indicate the date on which the application was made.*]

has made an application for the reinstatement of a premises licence of the following type:

.....

[*Specify the type of premises licence to which the application relates*]

The application relates to the following licensed premises:

……

……

……

……

……

……

……

[*Give the trading name used at the premises, and the address of the premises (or, if none, give a description of the premises and their location).*]

The application has been made to the following licensing authority:

……

……

……

……Postcode……

Website:……
[*Insert name of the licensing authority and the address of its principal office, followed by the address of its website*]

The lapsed premises licence was held by:

……

……
[Give the full name of the licence holder(s) as set out in the premises licence (if known).]

The number of the premises licence (if known):……
[*Insert here the reference number of the premises licence as given in the licence itself.*]

Information about the application is available from the licensing authority, including the arrangements for viewing the details of the application.

The following person connected with the applicant is able to give further information about the application:

.....

[*This entry is optional and is to be included if the applicant wishes to provide the name, telephone number and (if available) e-mail address of a person connected with the applicant who is able to answer questions and provide further information about the application.*]

Any representations under section 161 of the Gambling Act 2005 must be made no later than the following date:

.....

[*Please insert last day on which representations may be made in relation to the application. The period for making representations is 28 days (inclusive) starting with the day on which the application was made to the licensing authority.*]

Form B

NOTICE OF APPLICATION FOR THE REINSTATEMENT OF A PREMISES LICENCE

This notice is issued in accordance with regulations made under section 160 of the Gambling Act 2005

Notice is hereby given that the persons or organisations whose details are given in the Schedule to this notice have applied for the reinstatement of a premises licence of the following type:

……
[*Specify the type of premises licence to which the application relates*]

The application relates to the following premises:

……

……

……

……

……

……
[*Give the trading name used at the premises, and the address of the premises (or, if none, give a description of the premises and their location).*]

The application has been made to the following licensing authority:

……

……

……

……Postcode……

Website:……
[*Insert name of the licensing authority and the address of its principal office, followed by the address of its website*]

The lapsed premises licence was held by:

……

……
[Give the full name of the licence holder(s) as given on the premises licence (if known).]

The number of the premises licence (if known):……
[*Insert here the reference number of the premises licence as given in the licence itself.*]

Information about the application is available from the licensing authority, including the arrangements for viewing the details of the application.

The following person connected with the applicant is able to give further information about the application:

……

[*This entry is optional and is to be included if the applicant wishes to provide the name, telephone number and (if available) e-mail address of a person connected with the applicant who is able to answer questions and provide further information about the application.*]

Any representations under section 161 of the Gambling Act 2005 must be made no later than the following date:

……..

[*Please insert last day on which representations may be made in relation to the application. The period for making representations is 28 days (inclusive) starting with the day on which the application was made to the licensing authority.*]

SCHEDULE OF APPLICANTS

The persons or organisations making the application are as follows:

Name of 1st Applicant:

……..

[*Give the full name of the applicant. The name should be the same as that given in Part 1 of the application for reinstatement of the premises licence.*]

Address of 1st Applicant:……

……..

……..

……Postcode……

[*Give the full address of the 1st Applicant. The address should be the same as that set out in Part 1 of the application for reinstatement of the premises licence.*]

The number of the operating licence held by 1st Applicant is:……/

The 1st Applicant applied for an operating licence on……

[*Delete as appropriate. Insert the reference number of the applicant's operating licence (as set out in the operating licence). Where an application for an operating licence is in the process of being made, indicate the date on which the application was made.*]

Name of 2nd Applicant:……..……..
[*Give the full name of the applicant. The name should be the same as that given in Part 1 of the application for reinstatement of the premises licence.*]

Address of 2nd Applicant:…….……

……..

……..

……Postcode……
[*Give the full address of the applicant. The address should be the same as that set out in Part 1 of the application for reinstatement of the premises licence.*]

The number of the operating licence held by 2nd Applicant is:……./

The 2nd Applicant applied for an operating licence on……..……

[*Delete as appropriate. Insert the reference number of the applicant's operating licence (as set out in the operating licence). Where an application for an operating licence is in the process of being made, indicate the date on which the application was made.*]

[***Where there are more than two applicants, also give the same information for the other applicants.***]

PART 7

Application for a provisional statement: form of notice to be given to the responsible authorities

Application for a provisional statement: form of notice to be given to the responsible authorities

Two forms are specified for the purposes of this Part. Form A is to be used where there is only one applicant. Form B is to be used where there are two or more applicants.

Form A

NOTICE OF APPLICATION FOR A PROVISIONAL STATEMENT

This notice is issued in accordance with regulations made under section 160 of the Gambling Act 2005

Notice is hereby given that:

……..
[*Give the full name of the applicant as set out in Part 2 of the application for a provisional statement*]

of the following address:……

……..

……..

……Postcode……
[*Give the full address of the applicant as set out in Part 2 of the application for a provisional statement*]

the number of whose operating licence is ……/

who applied for an operating licence on……

[*Delete as appropriate. Insert the reference number of the applicant's operating licence (as set out in the operating licence). Where an application for an operating licence is in the process of being made, indicate the date on which the application was made.*]

has made an application for a provisional statement in respect of the following type of premises:

……
[*Specify the type of premises to which the application relates*]

The application relates to the following premises or proposed premises:

……

……

……

……

……

[*If known, give the trading name to be used at the premises and the address of the premises as given in Part 3 of the application. If the premises have no address, then describe the premises and the location in the same way as they are described in Part 3 of the application.*]

The application has been made to the following licensing authority:

……

……

……

……Postcode……

Website:……

[*Insert name of the licensing authority and the address of its principal office, followed by the address of its website*]

Information about the application is available from the licensing authority, including the arrangements for viewing the details of the application.

The following person connected with the applicant is able to give further information about the application:

……

[*This entry is optional and is to be included if the applicant wishes to provide the name, telephone number and (if available) e-mail address of a person connected with the applicant who is able to answer questions and provide further information about the application.*]

Any representations under section 161 of the Gambling Act 2005 must be made no later than the following date:

……

[*Please insert last day on which representations may be made in relation to the application. The period for making representations is 28 days (inclusive) starting with the day on which the application for a provisional statement was made to the licensing authority.*]

Form B

NOTICE OF APPLICATION FOR A PROVISIONAL STATEMENT

This notice is issued in accordance with regulations made under section 160 of the Gambling Act 2005

Notice is hereby given that the persons or organisations whose details are given in the Schedule to this notice have made an application for a provisional statement in respect of the following type of premises:

.....
[*Specify the type of premises to which the application relates*]

The application relates to the following premises:

.....

.....

.....

.....

.....
[*If known, give the trading name to be used at the premises and the address of the premises as given in Part 3 of the application. If the premises have no address, then describe the premises and the location in the same way as they are described in Part 3 of the application.*]

The application has been made to the following licensing authority:

.....

.....

.....

.....Postcode.....

Website:.....
[*Insert name of the licensing authority and the address of its principal office, followed by the address of its website*]

Information about the application is available from the licensing authority, including the arrangements for viewing the details of the application.

The following person connected with the applicant is able to give further information about the application:

……

[*This entry is optional and is to be included if the applicant wishes to provide the name, telephone number and (if available) e-mail address of a person connected with the applicant who is able to answer questions and provide further information about the application.*]

Any representations under section 161 of the Gambling Act 2005 must be made no later than the following date:

……

[*Please insert last day on which representations may be made in relation to the application. The period for making representations is 28 days (inclusive) starting with the day after the day on which the application for a provisional statement was made to the licensing authority.*]

SCHEDULE OF APPLICANTS

The persons or organisations making the application are as follows:

Name of 1st Applicant::

……

[*Give the full name of the applicant as set out in Part 2 of the application for a provisional statement*]

Address of 1st Applicant:……

……

……

……Postcode……

[*Give the full address of the applicant as set out in Part 2 of the application for a provisional statement*]

The number of the operating licence held by 1st Applicant is:……/

The 1st Applicant applied for an operating licence on……

[*Delete as appropriate. Insert the reference number of the applicant's operating licence (as set out in the operating licence). Where an application for an operating licence is in the process of being made, indicate the date on which the application was made.*]

Name of 2nd Applicant:……..……..
[*Give the full name of the applicant as set out in Part 2 of the application for a provisional statement*]

Address of 2nd Applicant:……

……..

……..

……Postcode……
[*Give the full address of the applicant as set out in Part 2 of the application for a provisional statement*]

The number of the operating licence held by 2nd Applicant is:……../

The 2nd Applicant applied for an operating licence on……..……

[*Delete as appropriate. Insert the reference number of the applicant's operating licence (as set out in the operating licence). Where an application for an operating licence is in the process of being made, indicate the date on which the application was made.*]

[***Where there are more than two applicants, also give the same information for the other applicants.***]

PART 8

Application for a provisional statement: form of notice to be published

Application for a provisional statement: form of notice to be published

NOTICE OF APPLICATION FOR A PROVISIONAL STATEMENT UNDER THE GAMBLING ACT 2005

Notice is hereby given that:

.....
[Give the full name of the applicant(s)]

of the following address:.....

.....

.....

is/ are applying for a provisional statement under section 204 of the Gambling Act 2005. The application relates to the following type of premises:

.....
[*Insert the type of premises to which the application relates*]

The application relates to the following premises:

.....

.....

.....

.....
[*Give the trading name to be used at the premises and the address of the premises. If no address is available, give a description of the premises and their location*]

The application has been made to:.....
[*Specify the name of the licensing authority to which the application has been made*]

Information about the application is available from the licensing authority, including the arrangements for viewing the details of the application.

Any of the following persons may make representations in writing to the licensing authority about the application:

- A person who lives sufficiently close to the premises to be likely to be affected by the authorised activities
- A person who has business interests that might be affected by the authorised activities
- A person who represents someone in any of the above two categories.

Any representations must be made by the following date:.....

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.

SCHEDULE 7 Regulation 17

Form of notice of grant of an application

PART 1

Notice of the grant of an application for a premises licence

Notice of the grant of an application for a premises licence

NOTICE OF GRANT OF AN APPLICATION FOR A PREMISES LICENCE

This notice is issued in accordance with regulations made under section 164(2) of the Gambling Act 2005

[*Insert here the name and address of the issuing licensing authority*]

An application for a premises licence of the following type:……..
[*Insert type of premises licence to be granted*]

is granted to:

……..
[*Insert name of person(s) to whom licence is issued*]

of the following address:……..

……..

……..

……..
[*Insert address(es) of the person(s) to whom the premises licence is issued as set out in Part 2 of the application for a premises licence*]

the number of whose operating licence is:

……..
[*Insert the operating licence number given by the Gambling Commission to the applicant's operating licence. Leave out if no operating licence is held. Where there is more than one applicant who holds an operating licence, give all operating licence numbers.*]

The premises to which the application relates are:……

……

……

……

……

……

[*Give the address of the premises as set out in the premises licence. If the premises have no address, include the description of the premises and their location as set out in the premises licence.*]

The premises licence number is:……

The date on which the licence takes effect is: ……
[*This will generally be the date on which the licence is issued*]

The conditions set out in Annex A to this Notice have been attached to the premises licence under section 169(1)(a) of the Gambling Act 2005.
[*Set out the conditions and the reasons for imposing them in an annex in the appropriate form. Where no conditions are attached, omit this paragraph and the relevant annex.*]

The default conditions set out in Annex B to this Notice have been excluded under section 169(1)(b) of the Gambling Act 2005.
[*Set out the default conditions to be excluded, and the reasons for excluding them, in an annex in the appropriate form. Where no conditions are excluded, leave out this paragraph and the relevant annex.*]

The licensing authority did/did not [*delete as appropriate*] receive representations in relation to the application.

The representations received in relation to the application, together with the licensing authority's response, are set out in Annex C to this Notice.
[*Set out the representations received by the licensing authority, together with the authority's response to them, in an annex in the appropriate form. Where no representations were received, leave out this paragraph and the relevant annex.*]

An appeal may be brought against the grant of the application, or the imposition or exclusion of the conditions referred to above by either the applicant, or any person who made representations in relation to the application. An appeal must be instituted:

- before a sheriff within whose sheriffdom the premises are wholly or partly situated;
- within 21 days beginning with the date of receipt of this notice of grant

PART 2

Notice of the grant of an application to vary a premises licence

Notice of the grant of an application to vary a premises licence

NOTICE OF GRANT OF AN APPLICATION TO VARY A PREMISES LICENCE

This notice is issued in accordance with regulations made under section 164(2) of the Gambling Act 2005

[*Insert here the name and address of the issuing licensing authority*]

An application to vary a premises licence

is granted to:

……
[*Insert name of person(s) making the application*]

of the following address:……

……

……

……
[*Insert address(es) of the person(s) making the application as set out in Part 1 of the application*]

the number of whose operating licence is:

……
[*Insert the operating licence number given by the Gambling Commission to the applicant's operating licence. Leave out if no operating licence is held. Where there is more than one applicant who holds an operating licence, give all operating licence numbers.*]

The premises to which the application relates are:……

……

……

……

……

……
[*Give the address of the premises as set out in the premises licence. If the premises have no address, include the description of the premises and their location as set out in the premises licence*]

The premises licence number is:……..

The premises licence is to be varied as follows:……

……..

……..

……..

……..
[*Describe the variations that are to be made to the premises licence on the grant of the application.*]

The variations take effect from: ……
[*Please insert the time and date from which the variations will take effect*]

In granting the application, the licensing authority have attached the conditions set out in Annex A to this Notice.
[*Set out the conditions and the reasons for imposing them in an annex in the appropriate form. Where no conditions are attached, omit this paragraph and the relevant annex.*]

In granting the application, the licensing authority have excluded the conditions set out in Annex B to this Notice.
[*Set out the conditions to be excluded, and the reasons for excluding them, in an annex in the appropriate form. Where no conditions are excluded, leave out this paragraph and the relevant annex.*]

The licensing authority did/did not [*delete as appropriate*] receive representations in relation to the application.

The representations received in relation to the application, together with the licensing authority's response, are set out in Annex C to this Notice.
[*Set out the representations received by the licensing authority, together with the authority's response to them, in an annex in the appropriate form. Where no representations were received, leave out this paragraph and the relevant annex.*]

An appeal may be brought against the grant of the application, or the imposition or exclusion of the conditions referred to above by either the applicant, or any person who made representations in relation to the application. An appeal must be instituted:

- before a sheriff within whose sheriffdom the premises are wholly or partly situated;
- within 21 days beginning with the date of receipt of this notice of grant

PART 3

Notice of the grant of an application for the transfer of a premises licence

Notice of the grant of an application for the transfer of a premises licence

NOTICE OF GRANT OF AN APPLICATION TO TRANSFER A PREMISES LICENCE

This notice is issued in accordance with regulations made under section 164(2) of the Gambling Act 2005

[*Insert here the name and address of the issuing licensing authority*]

An application to transfer a premises licence

is granted to:

……
[*Insert name of person(s) to whom licence is issued*]

of the following address:……

……

……

……
[*Insert address(es) of the person(s) to whom the premises licence is issued as set out in Part 1 of the application*]

the number of whose operating licence is:

……
[*Insert the operating licence number given by the Gambling Commission to the applicant's operating licence. Leave out if no operating licence is held. Where there is more than one applicant who holds an operating licence, give all operating licence numbers.*]

The premises to which the application relates are:……

……

……

……

……

……
[*Give the address of the premises as set out in the premises licence. If the premises have no address, include the description of the premises and their location as set out in the premises licence*]

The premises licence number is:.....

The name of the person(s) from the whom the licence is transferred is/are:

.....

The transfer takes effect from: .....
[*Give the date when the transfer will take effect*]

In granting the application, the licensing authority have attached the conditions set out in Annex A to this Notice.
[*Set out the conditions and the reasons for imposing them in an annex in the appropriate form. Where no conditions are attached, omit this paragraph and the relevant annex.*]

In granting the application, the licensing authority have excluded the conditions set out in Annex B to this Notice.
[*Set out the conditions to be excluded, and the reasons for excluding them, in an annex in the appropriate form. Where no conditions are excluded, leave out this paragraph and the relevant annex.*]

The licensing authority did/did not [*delete as appropriate*] receive representations in relation to the application.

The representations received in relation to the application, together with the licensing authority's response, are set out in Annex C to this Notice.
[*Set out the representations received by the licensing authority, together with the authority's response to them, in an annex in the appropriate form. Where no representations were received, leave out this paragraph and the relevant annex.*]

An appeal may be brought against the grant of the application, or the imposition or exclusion of the conditions referred to above by either the applicant, or any person who made representations in relation to the application. An appeal must be instituted:

- before a sheriff within whose sheriffdom the premises are wholly or partly situated;
- within 21 days beginning with the date of receipt of this notice of grant

PART 4

Notice of the grant of an application for the reinstatement of a premises licence

Notice of the grant of an application for the reinstatement of a premises licence

NOTICE OF GRANT OF AN APPLICATION FOR THE REINSTATEMENT OF A PREMISES LICENCE

This notice is issued in accordance with regulations made under section 164(2) of the Gambling Act 2005

[*Insert here the name and address of the issuing licensing authority*]

An application for the reinstatement of a premises licence

is granted to:

……
[*Insert name of person(s) to whom licence is issued*]

of the following address:……

……

……

……
[*Insert address(es) of the person(s) to whom the premises licence is issued as set out in Part 1 of the application*]

the number of whose operating licence is:

……
[*Insert the operating licence number given by the Gambling Commission to the applicant's operating licence. Leave out if no operating licence is held. Where there is more than one applicant who holds an operating licence, give all operating licence numbers.*]

The premises to which the application relates are:……

……

……

……

……

……
[*Give the address of the premises as set out in the premises licence. If the premises have no address, include the description of the premises and their location as set out in the premises licence*]

The premises licence number is:……..

The reinstatement takes effect from: ……
[*Insert the date on which the reinstatement will take effect. This will be the date on which the application was granted*]

In approving the application, the licensing authority have attached the conditions set out in Annex A to this Notice.
[*Set out the conditions and the reasons for imposing them in an annex in the appropriate form. Where no conditions are attached, omit this paragraph and the relevant annex.*]

In approving the application, the licensing authority have excluded the conditions set out in Annex B to this Notice.
[*Set out the conditions to be excluded, and the reasons for excluding them, in an annex in the appropriate form. Where no conditions are excluded, leave out this paragraph and the relevant annex.*]

The licensing authority did/did not [*delete as appropriate*] receive representations in relation to the application.

The representations received in relation to the application, together with the licensing authority's response, are set out in Annex C to this Notice.
[*Set out the representations received by the licensing authority, together with the authority's response to them, in an annex in the appropriate form. Where no representations were received, leave out this paragraph and the relevant annex.*]

An appeal may be brought against the grant of the application, or the imposition or exclusion of the conditions referred to above by either the applicant, or any person who made representations in relation to the application. An appeal must be instituted:

- before a sheriff within whose sheriffdom the premises are wholly or partly situated;
- within 21 days beginning with the date of receipt of this notice of grant

PART 5

Notice of the grant of an application for a provisional statement

Notice of the grant of an application for a provisional statement

NOTICE OF GRANT OF AN APPLICATION FOR A PROVISIONAL STATEMENT

This notice is issued in accordance with regulations made under section 164(2) of the Gambling Act 2005

[*Insert here the name and address of the issuing licensing authority*]

An application for a provisional statement in relation to the following type of premises:

.....
[*Insert type of premises*]

is granted to:

.....
[*Insert name of person(s) to whom the provisional statement is issued*]

of the following address:.....

.....

.....

.....
[*Insert address(es) of the person(s) to whom the provisional statement is issued as set out in Part 2 of the application*]

the number of whose operating licence is:

.....
[*Insert the operating licence number given by the Gambling Commission to the applicant's operating licence. Leave out if no operating licence is held. Where there is more than one applicant who holds an operating licence, give all operating licence numbers.*]

The premises or proposed premises to which the application relates are:

……

……

……

……

……
[*Give the address of the premises as set out in the application. If the premises have no address, include the description of the premises and their location as set out in the application.*]

The provisional statement number is:……..

If a premises licence for the type of premises specified in the provisional statement were to be issued, the licensing authority would attach the conditions set out in Annex A to this Notice, in exercise of their powers under section 169(1)(a) of the Gambling Act 2005.
[*Set out the conditions and the reasons for imposing them in an annex in the appropriate form. Where no conditions would be attached, omit this paragraph and the relevant annex.*]

If a premises licence for the type of premises specified in the provisional statement were to be issued, the licensing authority would exclude the default conditions set out in Annex B to this Notice, in exercise of their powers under section 169(1)(b) of the Gambling Act 2005.
[*Set out the default conditions to be excluded, and the reasons for excluding them, in an annex in the appropriate form. Where no conditions are excluded, leave out this paragraph and the relevant annex.*]

The licensing authority did/did not [*delete as appropriate*] receive representations in relation to the application.

The representations received in relation to the application, together with the licensing authority's response, are set out in Annex C to this Notice.
[*Set out the representations received by the licensing authority, together with the authority's response to them, in an annex in the appropriate form. Where no representations were received, leave out this paragraph.*]

An appeal may be brought against the grant of the application, or the imposition or exclusion of the conditions referred to above by either the applicant, or any person who made representations in relation to the application. An appeal must be instituted:

- before a sheriff within whose sheriffdom the premises are wholly or partly situated;
- within 21 days beginning with the date of receipt of this notice of grant.

PART 6

Annex setting out conditions to be attached

Annex setting out conditions to be attached

ANNEX A – CONDITIONS TO BE ATTACHED

Condition to be attached	*Reasons for attaching condition*

PART 7

Annex setting out conditions to be excluded

Annex setting out conditions to be excluded

ANNEX B – CONDITIONS TO BE EXCLUDED

Condition to be excluded	*Reasons for excluding condition*

PART 8

Annex setting out representations

Annex setting out representations

ANNEX C – REPRESENTATIONS

Representation	*Licensing authority's response*

SCHEDULE 8 Regulation 18

Form of notice of rejection of application

PART 1

Notice of the rejection of an application for a premises licence

Notice of the rejection of an application for a premises licence

NOTICE OF REJECTION OF AN APPLICATION FOR A PREMISES LICENCE

This notice is issued in accordance with regulations made under section 165(2) of the Gambling Act 2005

[*Insert here the name and address of the issuing licensing authority*]

An application for a premises licence of the following type:……..
[*Insert type of premises licence*]

made by:

……
[*Insert name of person(s) by whom the application was made*]

of the following address:……

……

……

……
[*Insert address(es) of the person(s) making the application as set out in Part 2 of the application*]

the number of whose operating licence is:

……
[*Insert the operating licence number given by the Gambling Commission to the applicant's operating licence. Leave out if no operating licence is held. Where there is more than one applicant who holds an operating licence, give all operating licence numbers.*]

is rejected.

The premises to which this notice applies are:.....

.....

.....

.....

.....

.....

[*Give the trading name and address of the premises as set out in Part 3 of the application. If the premises have no address, include the description of the premises and their location as set out in the application.*]

The application has been rejected for the following reasons:

.....

.....

.....

.....

.....

.....

.....

.....

[*Give the reasons for the decision to reject. Continue as necessary*]

An appeal may be brought against the rejection of this application by the applicant. An appeal must be instituted:

- before a sheriff within whose sheriffdom the premises are wholly or partly situated;
- within 21 days beginning with the date of receipt of this notice of rejection.

PART 2

Notice of the rejection of an application to vary a premises licence

Notice of the rejection of an application to vary a premises licence

NOTICE OF REJECTION OF AN APPLICATION TO VARY A PREMISES LICENCE

This notice is issued in accordance with regulations made under section 165(2) of the Gambling Act 2005

[*Insert here the name and address of the issuing licensing authority*]

An application to vary a premises licence of the following type:……
[*Insert type of premises licence*]

made by:

……
[*Insert name of person(s) by whom the application was made*]

of the following address:……

……

……

……
[*Insert address(es) of the person(s) making the application as set out in Part 1 of the application*]

the number of whose operating licence is:

……
[*Insert the operating licence number given by the Gambling Commission to the applicant's operating licence. Leave out if no operating licence is held. Where there is more than one applicant who holds an operating licence, give all operating licence numbers.*]

is rejected.

The premises to which this notice applies are:……

……

……

……

……

……

[*Give the trading name and address of the premises as set out in the premises licence. If the premises have no address, include the description of the premises and their location as set out in the premises licence.*]

The application has been rejected for the following reasons:

……

……

……

……

……

……

……

……

[*Give the reasons for the decision to reject. Continue as necessary*]

An appeal may be brought against the rejection of this application by the applicant. An appeal must be instituted:

- before a sheriff within whose sheriffdom the premises are wholly or partly situated;
- within 21 days beginning with the date of receipt of this notice of rejection.

PART 3

Notice of the rejection of an application to transfer a premises licence

Notice of the rejection of an application to transfer a premises licence

NOTICE OF REJECTION OF AN APPLICATION TO TRANSFER A PREMISES LICENCE

This notice is issued in accordance with regulations made under section 165(2) of the Gambling Act 2005

[*Insert here the name and address of the issuing licensing authority*]

An application to transfer a premises licence of the following type:

.....
[*Insert type of premises licence*]

made by:

.....
[*Insert name of person(s) by whom the application was made*]

of the following address:.....

.....

.....

.....
[*Insert address(es) of the person(s) making the application as set out in Part 1 of the application*]

the number of whose operating licence is:

.....
[*Insert the operating licence number given by the Gambling Commission to the applicant's operating licence. Leave out if no operating licence is held. Where there is more than one applicant who holds an operating licence, give all operating licence numbers.*]

is rejected.

The premises to which this notice applies are:……

……

……

……

……

……

[*Give the trading name and address of the premises as set out in the premises licence. If the premises have no address, include the description of the premises and their location as set out in the premises licence.*]

The application has been rejected for the following reasons:

……

……

……

……

……

……

……

……

[*Give the reasons for the decision to reject. Continue as necessary*]

An appeal may be brought against the rejection of this application by the applicant. An appeal must be instituted:

- before a sheriff within whose sheriffdom the premises are wholly or partly situated;
- within 21 days beginning with the date of receipt of this notice of rejection.

PART 4

Notice of the rejection of an application to reinstate a premises licence

Notice of the rejection of an application to reinstate a premises licence

NOTICE OF REJECTION OF AN APPLICATION FOR REINSTATEMENT OF A PREMISES LICENCE

This notice is issued in accordance with regulations made under section 165(2) of the Gambling Act 2005

[*Insert here the name and address of the issuing licensing authority*]

An application for the reinstatement of a premises licence of the following type:

……
[*Insert type of premises licence*]

made by:

……
[*Insert name of person(s) by whom the application was made*]

of the following address:……

……

……

……
[*Insert address(es) of the person(s) making the application as set out in Part 1 of the application*]

the number of whose operating licence is:

……
[*Insert the operating licence number given by the Gambling Commission to the applicant's operating licence. Leave out if no operating licence is held. Where there is more than one applicant who holds an operating licence, give all operating licence numbers.*]

is rejected.

The premises to which this notice applies are:……

……

……

……

……

……

[*Give the trading name and address of the premises as set out in the premises licence. If the premises have no address, include the description of the premises and their location as set out in the premises licence.*]

The application has been rejected for the following reasons:

……

……

……

……

……

……

……

……

[*Give the reasons for the decision to reject. Continue as necessary*]

An appeal may be brought against the rejection of this application by the applicant. An appeal must be instituted:

- before a sheriff within whose sheriffdom the premises are wholly or partly situated;
- within 21 days beginning with the date of receipt of this notice of rejection.

PART 5

Notice of the rejection of an application for a provisional statement

Notice of the rejection of an application for a provisional statement

NOTICE OF REJECTION OF AN APPLICATION FOR A PROVISIONAL STATEMENT

This notice is issued in accordance with regulations made under section 165(2) of the Gambling Act 2005

[*Insert here name and address of the issuing licensing authority*]

An application for a provisional statement in respect of the following type of premises:

.....
[*Insert type of premises to which application relates*]

made by:

.....
[*Insert name of person(s) by whom the application was made*]

of the following address:.....

.....

.....

.....
[*Insert address(es) of the person(s) making the application as set out in Part 2 of the application*]

the number of whose operating licence is:

.....
[*Insert the operating licence number given by the Gambling Commission to the applicant's operating licence. Leave out if no operating licence is held. Where there is more than one applicant who holds an operating licence, give all operating licence numbers.*]

is rejected.

The premises to which this notice applies are:.....

.....

.....

.....

.....

.....

[*Give the trading name and address of the premises as set out in Part 3 of the application. If the premises have no address, include the description of the premises and their location as set out in the application.*]

The application has been rejected for the following reasons:

.....

.....

.....

.....

.....

.....

.....

.....

[*Give the reasons for the decision to reject. Continue as necessary*]

An appeal may be brought against the rejection of this application by the applicant. An appeal must be instituted:

- before a sheriff within whose sheriffdom the premises are wholly or partly situated;
- within 21 days beginning with the date of receipt of this notice of rejection.

SCHEDULE 9 Regulation 22

Form of premises licence

Form of premises licence

No: [*Insert premises licence number*]

[*Insert type of licence. See Note 1*] **PREMISES LICENCE**

This licence is issued under section 164 of the Gambling Act 2005 by

[*Insert the name of the issuing licensing authority*]

Part 1 – Details of person to whom licence is issued

This premises licence is issued to:

……
[*Insert full name of person(s) or organisation(s) to whom the licence is issued. See Note 2*]

of the following address:

……

……

……
[*Insert address or addresses of person or organisations to whom the licence is issued. See Note 3*]

who holds an operating licence which has been given the following operating licence number by the Gambling Commission:

……
[*If appropriate, insert operating licence number. See Note 4.*]

Part 2 – Details of the premises in respect of which the licence is issued

Facilities for gambling may be provided in accordance with this licence on the following premises:

……

……

……

……
[*Give a description of the premises to which the licence relates. See Note 5.*]

The place in the area of the licensing authority in which the vessel is wholly or partly situated (within the meaning of section 211(3) of the Gambling Act 2005) is:

.....
[*This entry is only to be included where the licensed premises are a vessel. See Note 6*]

Part 3 – Premises licence details

This licence came into effect on:

.....
[*Set out the date on which the licence first took effect*]

This licence is of unlimited duration
[*See Note 7.*]

This licence has been re-issued following the grant of an application to vary the licence.

The variations to the licence take effect on:.....
[*This entry is only to be included where the licence has been varied. Specify the date on which any variations took effect.*]

This licence has been re-issued following the grant of an application to transfer the licence.

The transfer of the licence takes effect on:.....
[*This entry is only to be included where the licence has been transferred. Specify the date on which the transfer took effect.*]

This licence has been re-issued following the grant of an application for reinstatement of the licence. The reinstatement of the licence takes effect on the date on which the application was granted:

.....
[*This entry is only to be included where the licence has been reinstated. State the date on which the application for reinstatement was granted. This will also be the date on which the reinstatement takes effect.*

The following conditions have been attached to the licence by the issuing authority under section 169(1)(a) of the Gambling Act 2005:

.....

.....

.....

.....

.....
[*Insert any conditions attached to the licence under section 169(1)(a)*]

The following conditions, which would otherwise attach to the licence by virtue of regulations made under section 168 of the Gambling Act 2005, have been excluded by the issuing authority under section 169(1)(b) of that Act:

.....

.....

.....

.....

.....

[*Insert any conditions that have been excluded under section 169(1)(b)*]

A scale plan is attached as an annex to this licence
[*Please ensure that the relevant plan of the premises is attached*]

Signed on behalf of the issuing licensing authority

.....

[*Insert signature of person authorised to sign on behalf of the authority. Where the licence is issued electronically, the signature must be generated electronically and be a copy of the person's written signature*]

Guidance Notes

1. The type of premises licence should be inserted here. The following options are available:

- regional casino
- large casino
- small casino
- converted casino
- bingo
- adult gaming centre
- family entertainment centre
- betting

The type chosen should match the selection made by the applicant in Part 1 of the application form submitted to the licensing authority. If the premises licence is a betting premises licence, a suffix should also be added so that the title will read either "Betting Premises Licence (in respect of premises other than a track)" or "Betting Premises Licence (in respect of a track)"

2. Except where the licence is transferred or reinstated, the names or names given should reflect those given in Part 2 of the application for a premises licence.

3. Except where the licence is transferred or reinstated, the address or addresses given should reflect those given in Part 2 of the application for a premises licence.

4. Where the holder of the premises licence does not hold an operating licence then this entry is to be left out. A premises licence can be issued to a person who does not hold an operating licence:

- if the premises concerned are a track; or
- where the premises licence has been issued under transitional arrangements, and the holder of the premises licence is applying for an operating licence, but the application has not been granted by the date of issue.

5. Give the address of the premises as set out in Part 3 of the application for a premises licence. If the premises have no address, give a description of the premises and their location which as far as possible reflects that set out in the application for a premises licence. If the application is in respect of a vessel, the name and country of registration of the vessel should be entered here.

6. If the licence is in respect of a vessel, the place in the area of the licensing authority where the vessel is situated or moored for the purposes of the licence should be entered here. Unless varied, this place should be the same as that given in Part 3 of the application for a premises licence. If the application is not in respect of a vessel, this entry in the licence should be left out.

7. Licences run for an indefinite duration unless they are revoked, surrendered or lapse under Part 8 of the Gambling Act 2005.

SCHEDULE 10 Regulation 23

Form of summary

Form of summary

SUMMARY OF THE TERMS AND CONDITIONS OF A PREMISES LICENCE

This summary is issued under section 164 of the Gambling Act 2005 by

[*Insert the name of the issuing licensing authority*]

This summary is issued to:

.....

[*Insert full name of person(s) or organisation(s) to whom the summary is issued. See Note 1*]

of the following address:

.....

.....

.....

[*Insert address of person(s) or organisation(s) to whom summary is issued. See Note 2*]

A premises licence of the following type:

.....

[*Please specify type of premises licence*]

has been issued in respect of the following premises:

.....

.....

.....

.....

[*Give a description of the premises. See Note 3*]

The place in the area of the licensing authority in which the vessel is wholly or partly situated (within the meaning of section 211(3) of the Gambling Act 2005) is:

.....

[*This entry is only to be included where the licensed premises are a vessel. See Note 4*]

Summary of the Terms and Conditions of the Premises Licence

1. The premises licence will run in perpetuity unless:
   - the Secretary of State prescribes a period after which the licence will expire under section 191 of the Gambling Act 2005;
   - the licence holder surrenders the licence under section 192 of the Gambling Act 2005
   - the licence lapses under section 194 of the Gambling Act 2005;
   - the licence is revoked under section 193 or 202(1) of the Gambling Act 2005.

2. The premises licence applies only in relation to the premises specified in Part 2 of the licence and may not be varied so that it applies to any other premises (except in the case of a converted casino premises licence).

3. The premises licence authorises the premises to be used for [*Insert a description of the activities for which the premises are authorised to be used*].

4. The premises licence is subject to:
   - any conditions specified on the face of the licence as being attached under section 169(1)(a) of the Gambling Act 2005;
   - any other conditions attached to the licence by virtue of regulations made under sections 167 and 168 of the Gambling Act 2005 (other than any conditions under section 168 which have been excluded by the licensing authority); and
   - any conditions attached to the licence by virtue of specific provisions of the Gambling Act 2005.

5. In particular, it is a condition of the premises licence under section 185 of the Gambling Act 2005 that the holder keeps the licence on the premises and arranges for it to be made available on request to a constable, enforcement officer or local authority officer. The holder of the licence commits an offence if he/she fails to comply with this condition.

Guidance Notes

1. The name or names should be those given in Part 1 of the premises licence.

2. The address of the person or organisation should be the address given in Part 1 of the premises licence.

3. The details entered here should be the details given in Part 2 of the premises licence. Note that these details will normally be the address of the premises, but they may be a description of the nature and location of the premises if no address is available. In the case of a vessel, the name and country of registration of the vessel should also be included.

4. If the licence is in respect of a vessel, the place where the vessel is situated or moored for the purposes of the premises licence should be entered here. This place will be the place given in Part 2 of the relevant premises licence. If the premises licence is not in respect of a vessel, this entry in the summary should be left out.

SCHEDULE 11 Regulation 26

Form of provisional statement

Form of provisional statement

No: [*Insert provisional statement number*]

PROVISIONAL STATEMENT

This provisional statement is issued under section 164 of the Gambling Act 2005 (as applied by section 204(2) of that Act) by

[*Insert the name of the issuing licensing authority*]

Part 1 – Details of person to whom provisional statement is issued

This provisional statement is issued to:

.....

[*Insert full name of person(s) or organisation(s) to whom the provisional statement is issued. See Note 1*]

of the following address:

.....

.....

.....

[*Insert address or addresses of person(s) or organisation(s) to whom the provisional statement is issued. See Note 2*]

who holds an operating licence which has been given the following operating licence number by the Gambling Commission:

.....

[*If an operating licence is held, insert operating licence number. See Note 3.*]

Part 2 – Details of the premises or proposed premises in respect of which the provisional statement is issued

This provisional statement has been issued in respect of the following premises or proposed premises:

.....

.....

.....

.....

.....

[*Give a description of the premises to which the licence relates. See Note 4.*]

The place in the area of the licensing authority in which the vessel is wholly or partly situated (within the meaning of section 211(3) of the Gambling Act 2005) is:

……
[*This entry is only to be included where the premises are a vessel. See Note 5*]

Part 3 – Provisional statement details

This provisional statement confirms that the premises or proposed premises mentioned in Part 2 of this statement have in principle been deemed suitable to be licensed for use for the following type of activity:

……
[*Please indicate relevant activity. See Note 6.*]

This provisional statement is issued on ……
[*Insert date on which the provisional statement is issued*]

If a premises licence for the type of premises referred to above in this Part were to be issued, the authority would attach the following conditions under section 169(1)(a) of the Gambling Act 2005:

……

……

……

……

and it would exclude the following default conditions in exercise of its powers under section 169(1)(b) of the Gambling Act 2005:

……

……

……

……
[*Insert any default conditions that the authority would be minded to exclude*]

A scale plan is attached as an annex to this statement
[*Please ensure that the relevant plan of the premises or proposed premises is attached*]

Signed on behalf of the issuing licensing authority

……
[*Insert signature of person authorised to sign on behalf of the authority. Where the statement is issued electronically, the signature must be generated electronically and be a copy of the person's written signature*]

Guidance Notes

1. The name of the person or organisation given here should be the same as that given in Part 2 of their application for a provisional statement.

2. The address of the person or organisation given here should be the same as that given in Part 2 of their application for a provisional statement.

3. Where the person or organisation to which the provisional statement is issued does not hold an operating licence then this entry is to be left out.

4. Give the proposed address of the premises as set out in the application for a provisional statement. If the premises have no address, give a description of the premises and their location which as far as possible reflects that set out in the application for a provisional statement. If the application is in respect of a vessel, the name and country of registration of the vessel should if possible be given here.

5. If the provisional statement is in respect of a vessel, the place where the vessel is situated or moored for the purposes of the provisional statement should be entered here. This place should be the place entered in Part 3 of the provisional statement application. If the application is not in respect of a vessel, this entry in the provisional statement should be left out.

6. Specify here the activity which would be authorised by the premises licence if granted. The activities which can be authorised by a premises licence are:

- using premises for the operation of regional casino,
- using premises for the operation of a large casino,
- using premises for the operation of a small casino,
- using premises to provide facilities for the playing of bingo,
- using premises for the operation of an adult gaming centre
- using premises for the operation of a family entertainment centre, and
- using premises to provide facilities for betting.

EXPLANATORY NOTE

(This note is not part of the Regulations)

These Regulations, which come into force on 21st May 2007, make provision about the form of, and procedure for, applications under Part 8 of the Gambling Act 2005 ("the Act"). That Part makes provision about the issuing of premises licences which authorise premises to be used for providing facilities for gambling. The Regulations also make provision about the form of premises licences and provisional statements issued under that Part, and the summary of the terms and conditions of a premises licence given to an applicant on the grant of an application for a premises licence.

Part 2 of the Regulations makes provision about the form and content of each of the following types of application:

an application for a premises licence under section 159 of the Act;

an application to vary a premises licence under section 187 of the Act;

an application to transfer a premises licence under section 188 of the Act;

an application for the reinstatement of a premises licence under section 195 of the Act;

an application for a provisional statement under section 204 of the Act.

Regulation 3 makes provision about the form and content of applications for a premises licence under section 159 of the Act. It provides for applications generally to be in the form, and contain the information, specified in Part 1 of Schedule 1. Where the premises to which the application relates are a vessel, the application is to be in the form and contain the information specified in Part 2 of Schedule 1. Where the application is for a converted premises licence (as defined in regulation 1) the form and the content of the application are to be as specified in Part 3 or 4 of that Schedule. Part 4 applies if the premises are a vessel, and Part 3 applies in any other case.

Regulation 4 requires an application for a premises licence under section 159 of the Act to be accompanied by a plan of the premises. Paragraphs (2) to (9) of regulation 4 set out the matters to be contained in the plan.

Regulation 5 makes provision about applications for a converted premises licence. It requires the application to be accompanied by a copy of the equivalent permission under the existing legislation (as defined in regulation 1). Where no such permission is held, the application must include a copy of the documents submitted by the applicant in applying for the equivalent permission under the existing legislation.

Regulation 6 makes provision with respect to applications for a casino premises licence, where the person making the application is entitled to apply for a converted casino premises licence but does not want the application to be treated as such an application. In that case, the application must include a statement confirming that the applicant does not want paragraph 54 of Schedule 4 to the Commencement and Transitional Provisions Order (S.I.2006/3272) (which provides for the grant of converted premises licences) to apply.

Regulation 7 makes provision about the form and content of applications to vary a premises licence under section 187 of the Act. It provides for applications to be in the form and contain the information specified in Schedule 2. Where the application includes an application to vary the plan included with the premises licence under section 151(1)(g) of the Act, the application must be accompanied by a plan of the premises. Paragraph (3) of regulation 7 sets out what the plan is to show.

Regulation 8 makes provision about the form and content of applications to transfer a premises licence under section 188 of the Act. It provides for applications to be in the form and contain the information specified in Schedule 3.

Regulation 9 makes provision about the form and content of applications for the reinstatement of a premises licence under section 195 of the Act. It provides for applications to be in the form and contain the information specified in Schedule 4.

Regulation 10 makes provision about the form and content of applications for a provisional statement under section 204 of the Act. It provides for applications to be in the form and contain the information specified in either Part 1 or Part 2 of Schedule 5. Part 2 applies if the premises or proposed premises are a vessel, and Part 1 applies in any other case. An application under section 204 for a provisional statement in respect of premises which the applicant expects to acquire a right to occupy must be accompanied by a plan of the premises.

Part 3 of the Regulations makes provision about the giving and publication of notices of applications.

Regulation 12 requires a notice of application to be given in the case of each of the following types of application:

an application for a premises licence under section 159 of the Act (other than a fast track application as defined in the regulation);

an application to vary a premises licence under section 187 of the Act;

an application for a provisional statement under section 204 of the Act;

an application to transfer a premises licence under section 188 of the Act;

an application for the reinstatement of a premises licence under section 195 of the Act.

In the first three cases, notice is to be given to all the responsible authorities listed in section 157 of the Act. In the last two cases, the notice is only to be give to those responsible authorities mentioned in paragraphs (b), (c), (f), (h) and (i) of section 157.

The notice given to a responsible authority must be given within a period of 7 days beginning on the date on which the application is made.

Regulation 12 also requires a notice of application to be published in the case of any of the following types of application: application for a premises licence (other than a fast track application), application to vary a premises licence, and an application for a provisional statement. A notice is to be published:

in a local newspaper or, if there is none, a local newsletter, circular or similar document, circulating within the licensing authority's area; and

by displaying a notice on (or in certain cases as near as possible to) the premises or proposed premises to which the application relates.

In the first case, the notice is to be published on at least one occasion during the period of 10 working days starting with the day after the day on which the application is made to the licensing authority. In the second case, the notice is to be displayed for a period of no less than 28 consecutive days starting on the day on which the application is made to the licensing authority.

Schedule 6 contains the forms for each type of notice as they have effect for each type of application.

Regulation 13 makes provision for those cases where a person making an application fails to give notice to a responsible authority in the appropriate form or manner within the required period. In these circumstances, the applicant is required to give notice in the appropriate form and manner as soon as practicable after the end of that period. In such a case, the period by which the responsible authority is required to make representations is extended so that it runs until the end of a period of 28 days beginning on the date on which the notice in the proper form and manner is received. The licensing authority may not grant the application until that period has elapsed. Subject to that, the licensing authority may disregard any irregularity in the giving of the notice under regulation 11.

Regulation 14 makes provision for those cases where a person making an application fails to publish a notice in the appropriate form or manner and within the required period. Provisions similar to those in regulation 13 apply to extend the period by which interested parties may make representations.

Regulation 15 prescribes, for the purposes of section 161 of the Act, the period within which a responsible authority or interested party may make representations in relation to an application; and provides for any representations to be made within a period of 28 days beginning on the date on which the application was made to the licensing authority.

Part 4 of the Regulations makes provision about the manner in which applications and notices under Part 3 are to be made or given.

Regulation 16 requires an application or notice to be made or given in writing. Paragraph (2) provides that an application sent by electronic mail or by facsimile transmission is to be treated as having been given in writing if it complies with the following requirements:

the text of the application or notice (including any documents required to accompany an application) is capable of being accessed by the recipient, is legible in all material respects and is capable of being read and reproduced in written form and used for subsequent reference; and

the person to whom the application or notice is to be made or given has agreed in advance that an application or notice may be made or given by the particular electronic means used.

Generally an application or notice given in this way is to be treated as having been made or given when the requirements referred to in the first indent above are complied with. This is subject to the proviso that an application is not to be treated as having been made until the appropriate application fee has been received by the licensing authority; or, where documents accompanying the application are sent by other means, until those documents have been received in hard copy (as defined in the regulation).

Part 5 of the Regulations makes provision about the form of a notice to be given on the grant or rejection of an application.

Regulation 17 specifies the form of the notice to be given by a licensing authority in each case on granting one of the following types of application:

an application for a premises licence under section 159 of the Act;

an application to vary a premises licence under section 187 of the Act;

an application to transfer a premises licence under section 188 of the Act;

an application for the reinstatement of a premises licence under section 195 of the Act;

an application for a provisional statement under section 204 of the Act.

Schedule 7 contains the forms for the notice in the case of each type of application. Annexes to be attached to the notice are also specified. The circumstances in which annexes are required to be attached are set out in paragraphs (2) to (5) of regulation 16. They relate to cases where conditions are attached to the premises licence, where a condition is excluded, or where representations are made. The annexes specify the conditions in the first two cases, and in the last case the annex records the representations and the authority's response to them.

Regulation 18 specifies the form of the notice to be given by a licensing authority in granting one of the types of application listed above in relation to regulation 16. Schedule 8 contains the forms for the notice for each type of application.

Part 6 of the Regulations makes provision about the matters to be included in a premises licence and the form of the licence. It also makes similar provision for provisional statements and specifies the form of the summary issued by a licensing authority under section 164(1)(c) of the Act.

Regulation 20 specifies the information to be included in a premises licence in addition to that required under section 151(1) of the Act.

Regulation 21 specifies the matters to be included in the plan which is attached to a premises licence under section 151(1)(g) of the Act.

Regulation 22 requires a premises licence to be in the form specified in Schedule 9.

Regulation 23 requires the summary issued by a licensing authority under section 164(1)(a) of the Act (summary of the terms and conditions of a premises licence) to be in the form specified in Schedule 10.

Regulation 24 specifies the information to be included in a provisional statement in addition to that required under section 151(1) of the Act (as applied by section 204(2)).

Regulation 25 specifies the matters to be included in the plan which is attached to a provisional statement under section 151(1)(g) of the Act (as applied by section 204(2)).

Regulation 26 requires a provisional statement to be in the form specified in Schedule 11.