APPLICATION FOR A LICENSED PREMISES GAMING MACHINE PERMIT (3 or more machines) or NOTIFICATION OF INTENT TO MAKE 1 or 2 GAMING MACHINES AVAILABLE (automatic entitlement)

ALCOHOL LICENSED PREMISES GAMING MACHINE PERMIT - CONVERSION / NEW / VARIATION / TRANSFER

For use by premises licensed to supply alcohol for consumption on the premises

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

SECTION A – What do you want to do? Please indicate below what your application is for.

(a) To Notify Wolverhampton City Council that you intend to use your automatic entitlement to provide up to a maximum of 2 gaming machines of a combination of category C or D.
   For this option complete Section B, C & E

(b) Apply to Convert an existing Section 34 permit issued under the Gaming Act 1968, into a Licensed Premises Gaming Machine Permit.
   For this option complete Section B, C & E

(c) Apply for a New Licensed Premises Gaming Machine Permit.
   For this option complete Section B, C & E

(d) Apply to Vary an existing Licensed Premises Gaming Machine Permit.
   For this option complete Section B, C & E

(e) Apply to Transfer an existing Licensed Premises Gaming Machine Permit.
   For this option complete Section B, C, D & E

SECTION B – Premises information

Name of premises

Address of premises

Name of existing Premises Licence holder

Address of Premises Licence holder (if different from above)

Contact number(s) of Premises Licence holder (Landline and Mobile)
**SECTION B – Premises information continued**

<table>
<thead>
<tr>
<th>Name, address, telephone and Email of agent if submitting on behalf of applicant</th>
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<table>
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<tr>
<th>Licensing Act 2003 Premises Licence reference number</th>
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</table>

**SECTION C – Application for conversion, new and variation**

How many gaming machines are you currently authorised to provide? If this is a new application or an application to vary – how many gaming machines do you wish to provide?

<table>
<thead>
<tr>
<th>Category of Machine</th>
<th>Number of Gaming Machines currently permitted to provide</th>
<th>Number of gaming machines applied for</th>
</tr>
</thead>
<tbody>
<tr>
<td>C</td>
<td></td>
<td></td>
</tr>
<tr>
<td>D</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**SECTION D – Application to transfer a permit**

Name of person(s)/company requesting the transfer:

Has an application to transfer the relevant Licensing Act 2003 Premises Licence been:

<table>
<thead>
<tr>
<th>Requested</th>
<th>Grant</th>
</tr>
</thead>
<tbody>
<tr>
<td>Delete as appropriate</td>
<td>Yes/No</td>
</tr>
</tbody>
</table>

Name of person(s)/company to be recipient of transferred permit

Address and contact details of above if different from premises address
**SECTION E – Fee and signature(s)**

I enclose the sum of £
- See attached guidance notes for the list of fees set by the Secretary of State
- All cheques should be made payable to Wolverhampton City Council

I understand that the Gaming Machine Code of Practice for Gaming Machines in Alcohol Licensed Premises as issued by the Gambling Commission must be complied with.

Please note it is an offence under Section 342 of the gambling Act 2005 if a person, without reasonable excuse, gives to a licensing authority for a person connected with the Act information which is false or misleading.

<table>
<thead>
<tr>
<th>Signature (by or on behalf of Licensing Act 2003 Premises Licence holder)</th>
<th>Date</th>
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Print Name:
**Guidance Notes**

1. This form is to be used for the **notification of a combination of up to 2 gaming machines of categories C and / or D under Section 282 of the Gambling Act 2005, or for the conversion of an existing Section 34 gaming machine permit under the Gaming Act 1968, or for a new application, variation or transfer of a Licensed Premises Gaming Machine Permit under the Gambling Act 2005.**

2. The premises must be licensed under the Licensing Act 2003 to sell alcohol for consumption on the premises, without the requirement that alcohol is served only with food and there must be a bar for serving alcohol to customers on the premises.

3. The gaming machines must be located on these licensed premises.

4. A ‘Premises Licence Holder’ is a person holding a Premises Licence under the Licensing Act 2003.

5. There is no statutory limit to the number of machines which may be applied for although Wolverhampton City Council has some discretion in this regard. The Council can:
   - grant the application;
   - refuse the application;
   - grant the application with-
     - a smaller number of machines than that specified in the application;
     - a different category of machines from that specified in the application, or
     - both

   For Licensed Premises Gaming Machine Permits, it is Council policy to refer all applications, except renewals (same number of machines), to Licensing Sub-Committee for consideration.

6. Any permission to make available gaming machines in alcohol licensed premises may be varied or cancelled under specific conditions as set out in Schedule 13 of the Gambling Act 2005.

7. The permits duration is indefinite as it is linked to the Licensing Act 2003 Premises Licence. There is a first annual fee payable within 30 days of the issue of the first permit and an annual fee payable before each anniversary of the date of issue of the permit. Failure to pay the annual fee will result in the cancellation of the permit.

8. The following fee structure has been set by the Secretary of State:

   Notification of up to 2 gaming machines – Application fee £50
   Notification of up to 2 gaming machines – **No Annual Fee**
   Application for a Licensed Premises Gaming Machine Permit – Existing Permit Holders £100
   Application for a Licensed Premises Gaming Machine Permit – New Applications £150
   Application to vary a Licensed Premises Gaming Machine Permit – £100
   Application to transfer a Licensed Premises Gaming Machine Permit – £25
   Licensed Premises Gaming Machine Permit – Annual fee £50
   All permissions – Application to change name £25
   All permissions – Request for copy of permit £15

9. The Gambling Act 2005 provides for two category of gaming machines which can be offered in alcohol licensed premises. These are:

<table>
<thead>
<tr>
<th>Machine Category</th>
<th>Maximum Stake</th>
<th>Maximum Prize</th>
</tr>
</thead>
<tbody>
<tr>
<td>C</td>
<td>50p</td>
<td>£35</td>
</tr>
<tr>
<td>D</td>
<td>10p or 30p non-monetary</td>
<td>£5 cash or £8 non-monetary</td>
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</table>
10. All alcohol licensed premises which provide gaming machines on the premises must comply with the Gambling Commission “Gaming Machine Permits Code of Practice”. This document is available via the Gambling Commission website www.gamblingcommission.gov.uk/ or the dedicated Wolverhampton City Council Gambling Act website page www.wolverhampton.gov.uk/business/licenses/gamblingact/

11. The Council will notify the applicant of the grant/refusal of the application for a permit as soon as is reasonably practicable after that decision to grant/refuse has been made. For a grant a permit in the prescribed form will be issued and should be kept on the premises for inspection.

12. For a notification of intent to offer 1 or 2 gaming machines the Council will issue an acknowledgement which should be retained by the applicant on the premises for inspection.

13. The regulations covering gaming machines in alcohol licensed premises are detailed in the following:

The Gambling Act 2005 – Schedule 13
Statutory Instrument 2007 No. 1832
Statutory Instrument 2007 No. 1833

A printed version of the Gambling Act 2005 is available at www.opsi.gov.uk/ACTS/acts2005/20050019 and printed versions of the Statutory Instruments are available at www.opsi.gov.uk/stat and you are recommended to read these documents.

14. If the application is refused applicants may institute an appeal through the Magistrates Court within 21 days or receiving notification that an application has been refused. Further details of the appeal procedure can be obtained from the Licensing Section.

15. If you require any further information or copies of any document referred to please contact the Licensing Section on (01902) 551155.

For Office Use Only

<table>
<thead>
<tr>
<th>Date Application Received</th>
<th>Fee Receipt</th>
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<tbody>
<tr>
<td></td>
<td>Cash ☐ Cheque ☐</td>
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</table>

<table>
<thead>
<tr>
<th>Date of Premises Licence Transfer (LA03) (if applicable)</th>
<th>£</th>
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The Information you provide on this form is subject to the Provisions of the Data Protection Act 1998. Wolverhampton City Council will use the information received to process your application under the Gambling Act 2005. Information will remain confidential and is protected by the provisions of the Data Protection Act. Further information is available on the Information Commissioner's website. Alternatively, contact Wolverhampton City Council on 01902 554598 or e-mail to dataprotection@wolverhampton.gov.uk.

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