



## Gaming machines in a licensed premises

Please read the notes at the end of this document. This form should be used to request permission to have Category C and/or D gaming machines in a premises which is licensed under the Licensing Act 2003 to supply alcohol for consumption on the premises. (See notes 1 and 2)

[Members' clubs and miners' welfare institutes may site up to three machines from categories B3A, B4, C or D (only one can be B3A) with a club gaming machine permit, for which there is a different application form].

Name of premises .....

Address of premises (see note 3).....

.....

Premises licence number .....32UHB.....

Phone number for premises .....

Premises licence holder (see note 4) .....

Address of premises licence holder .....

.....

Email .....

Phone number .....

The above premises wishes to (please tick)

**notify** under Section 282 of the Gambling Act 2005 its intention to have up to two gaming machines of categories C and/or D (**complete section C**)

**convert** an existing Section 34 permit issued under Gaming Act 1968 into a licensed premises gaming machine permit (**complete sections A and C**)

apply for a **new** or **vary** an existing licensed premises gaming machine permit (**complete sections A and C**)

apply to **transfer** an existing licensed premises gaming machine permit (**complete sections B and C**)

## Section A

- If **converting** an existing Section 34 permit, please confirm in the table below how many gaming machines you are currently authorised to provide (**complete column 1**)

If you are currently authorised to provide more than two gaming machines please provide your existing permit with this application (keeping a copy for your records) or give reasons below as to why it cannot be provided:

.....

.....

- If this is a **new** application, please state in the table below how many gaming machines you wish to provide (**complete column 2**, see note 5)
- If this is an application to **vary** an existing gaming machine permit, please confirm in the table below how many gaming machines you are currently authorised to provide and state how many gaming machines you wish to provide (**complete columns 1 + 2**, see note 5)

Category of machine (see note 6)	1. Number currently authorised	2. Number you wish to provide
C		
D		
<b>Total</b>		

## Section B

If applying to **transfer** an existing gaming machine permit then a transfer of the premises licence which authorises the supply alcohol for consumption on the premises (under the Licensing Act 2003) must also have been requested or granted.

Name of person requesting transfer: .....

A transfer of the premises licence has been      requested ☐      granted ☐

Please provide your existing permit with this application (keeping a copy for your records) or give reasons below as to why it cannot be provided:

.....

.....

## Section C

- I understand that I must comply with the 'code of practice for gaming machines in clubs and premises with an alcohol licence' issued by the Gambling Commission (see note 7)
- I understand that it is an offence under section 342 of the Gambling Act 2005 if a person, without reasonable excuse, gives to a licence authority for a purpose connected with that Act information which is false or misleading.

Signed: ..... Dated: .....

Capacity: (*premises licence holder or agent*) .....

If signing as an agent on behalf of the premises licence holder please provide your details below for correspondence in relation to this application:

Name .....

Address .....

.....

Email .....

Phone number .....

**Please return this form with the existing permit (if applicable) and appropriate fee\* (see note 9) to [licensing@west-lindsey.gov.uk](mailto:licensing@west-lindsey.gov.uk) or:**

Licensing  
West Lindsey District Council  
Guildhall  
Marshall's Yard  
Gainsborough  
Lincolnshire  
DN21 2NA

\* Payment can be made by credit/debit card over the phone with customer services (01427 676676, option 6) or in person at the address above. If paying by cheque please make it payable to 'WLDC'. To pay by bank transfer please use the details below:

**Account name:** West Lindsey District Council

**Sort code:** 30-00-02

**Account number:** 04066818

**Ref:** LIC/GM + (premises licence number starting 32UHB)

**Amount:** as applicable (see note 9 below)

*For office use: payment code 6007-40108-41162*

## **Notes**

1. This form is to be used for the notification of up to two 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/transfer of a gaming machine permit (for three or more category C and/or D gaming machines at a premises) 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 the licensing authority has some discretion in this regard so you may wish to check if there is a local policy to consider and whether applications for certain numbers of machines are decided by a hearing. It should also be noted that, should the premises be mainly used for making gaming machines available, the licensing authority can cancel the permit or vary the number of machines for use on the premises (schedule 13, paragraph 16 of the Gambling Act 2005).
6. Sections 282 and 283 of the Gambling Act 2005 detail two types of gaming machines which can be located in alcohol licensed premises:  
**Category C:** Maximum stake = 50p / Maximum prize = £35  
**Category D:** Maximum stake = 10p (or 30p non-monetary)  
Maximum prize = £5 cash (or £8 non-monetary)
7. All alcohol licensed premises which provide gaming machines for use on the premises must comply with any relevant Code of Practice issued by the Gambling Commission under Section 24 of the Gambling Act 2005. The 'code of practice for gaming machines in clubs and premises with an alcohol licence' is available via the Gambling Commission's website at:  
<http://www.gamblingcommission.gov.uk/PDF/Code-of-practice-for-gaming-machines-in-clubs-and-premises-with-an-alcohol-licence.pdf>
8. This licensing authority must notify the applicant of its grant / refusal of the application for a permit as soon as is reasonably practicable after the decision has been made.
9. The accompanying fee required for a **notification** of intention to have up to two gaming machines is £50 and there is no annual fee payable in the following years.  
To **convert** a section 34 to a gaming machine permit costs £100.  
The fee payable with this application for a **new** gaming machine permit is £150.

If requesting to **vary** an existing gaming machine permit the fee due is £100.

To **transfer** a gaming machine permit costs £25.

Once a licensed premises gaming machine permit is granted, the permit's duration is indefinite as it is linked to the Licensing Act 2003 premises licence. An annual fee of £50 is payable each year on/before the anniversary of the date that the permit was issued. Failure to pay the annual fee may result in the cancellation of the permit.

10. Where you are notifying the licensing authority of two machines or less, you may wish to request an acknowledgement of receipt for your application. Please email [licensing@west-lindsey.gov.uk](mailto:licensing@west-lindsey.gov.uk) for written confirmation.

**Privacy Notice:** We will use the information you give us to (a) do the tasks we need to do for the job shown in the title of this form (b) carry out any of our official business (c) stop fraud or crime. To find out more about why we need your information, what we do with it and how to contact us if you have any concerns or questions please read our privacy notice. This can be viewed using the following link: [www.west-lindsey.gov.uk/licensing-privacy](http://www.west-lindsey.gov.uk/licensing-privacy)

This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes. For further information, see [www.west-lindsey.gov.uk/fairprocessingnotice](http://www.west-lindsey.gov.uk/fairprocessingnotice) or contact the finance department on 01427 676560 or [financeteam@west-lindsey.gov.uk](mailto:financeteam@west-lindsey.gov.uk)