



Application for Licensed Premises Gaming Machine Permit (for use by premises licensed for the supply of alcohol)

This form may be used by the holder of a Premises Licence issued under the Licensing Act 2003, which permits the supply of alcohol for consumption on the premises, to apply for authorisation to make a number of gaming machines (of category C or D) available for use within the licensed premises, under section 283 of the Gambling Act 2005.

If it is only intended to operate 1 or 2 gaming machines within the licensed premises, the licence holder may instead give notification of intent to use an automatic entitlement set out in section 282 of the Act.

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

Section1 – Premises details

Trading name of premises	
Address of premises	
Telephone number of premises	
Licensing Act 2003 Premises Licence number	

Section 2 – Premises Licence Holder’s details (see guidance note 4)

Name of licence-holder	
Registered number of licence-holder (if applicable)	
Address of licence-holder (if different from premises)	
Telephone number of licence-holder	
Email address of licence-holder	
If this application is made on behalf of the licence-holder (e.g. by solicitor or agent), name, address, telephone number and email address of the person making the application	

Section 3 – Details of application

This application is for: <i>(please tick one box to indicate the type of application)</i>			
<input type="checkbox"/> the grant of a new Licensed Premises Gaming Machine Permit <input type="checkbox"/> the transfer of an existing Licensed Premises Gaming Machine Permit <i>(please complete 3A)</i> <input type="checkbox"/> the variation of an existing Licensed Premises Gaming Machine Permit <i>(please complete 3B)</i>			
How many gaming machines do you intend to make available for use? <i>(see guidance notes 5 & 8)</i>			
Category C machines	<input style="width: 80%;" type="text"/>	Category D machines	<input style="width: 80%;" type="text"/>
		Total number of machines	<input style="width: 80%;" type="text"/>

Section 3A – for completion only in the case of a Transfer application *(see guidance note 6)*

Name of previous permit-holder	<input style="width: 98%;" type="text"/>
I confirm that an application has been made to transfer the Premises Licence issued under the Licensing Act 2003 under [Section 42] [Section 50] ^{<i>delete as applicable</i>} of that Act.	<input type="checkbox"/>

Section 3B – for completion only in the case of a Variation application

How many gaming machines does your current Licensed Premises Gaming Machine Permit authorise you to make available?			
Category C machines	<input style="width: 80%;" type="text"/>	Category D machines	<input style="width: 80%;" type="text"/>
		Total number of machines	<input style="width: 80%;" type="text"/>
Please enclose your existing permit with your application, or alternatively provide a statement explaining why you are not able to do so.			

Section 4 - Declaration

I enclose the sum of: <i>(Cheques should be made payable to 'Dacorum Borough Council')</i>		<input type="checkbox"/>	
<input type="checkbox"/> £150.00 as payment of the prescribed fee for an application for the grant of a permit; <input type="checkbox"/> £100.00 as payment of the prescribed fee for an application for the variation of a permit; <input type="checkbox"/> £25.00 as payment of the prescribed fee for an application for the transfer of a permit;			
I understand that I must comply with the Gaming Machine Code of Practice for Alcohol Licensed Premise Permits and Permissions issued by the Gambling Commission. <i>(see guidance note 9)</i>		<input type="checkbox"/>	
Please note: It is an offence under section 342 of the Gambling Act 2005 if a person, without reasonable excuse, gives to a licensing authority for a purpose connected with that Act information which is false or misleading.			
Signature	<input style="width: 98%;" type="text"/>	Date	<input style="width: 98%;" type="text"/>
Capacity	I / We <i>(print full name and capacity)</i> sign on behalf of and have authority to bind the premises licence-holder.		

Guidance notes

1. This form is to be used to apply for a Licensed Premises Gaming Machine Permit under the Gambling Act 2005, to authorise the provision of 3 or more within the specified premises. If 2 or less machines are to be provided, the Premises Licence Holder may instead wish to notify the licensing authority of their intent to use the automatic entitlement under section 282 of the Act.
2. The premises must:
 - a. be licensed under the Licensing Act 2003 to sell alcohol for consumption on the premises,
 - b. not be subject to any licence requirements that alcohol is to be served only with food, **and**
 - c. have a bar for serving alcohol to customers on the premises.
3. The gaming machines must be located on these licensed premises.
4. The 'Premises Licence Holder' is the person(s) or organisation that holds the Premises Licence, authorising the supply of alcohol at the premises concerned under the Licensing Act 2003. In the case of an application to transfer an existing Licensed Premises Gaming Machine Permit, the new licence-holders details should be entered in this section.
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. It should also be noted that the licensing authority can cancel the permit or vary the number of machines should the premises be mainly used for making gaming machines available for use on the premises (Schedule 13 paragraph 16 Gambling Act 2005). You may therefore wish to contact the licensing authority to ask whether there is a local policy as regards applications and whether application for certain numbers of machines are decided via a hearing of local councillors.
6. When making an application for the transfer of a Licensed Premises Gaming Machine Permit, the applicant must also have applied to the licensing authority for the transfer of the Premises Licence (issued under Licensing Act 2003) in accordance with section 42 or 50 of that Act, or be making such application at the same time.
7. The permit's duration is indefinite as it is linked to the Licensing Act 2003 Premises Licence. However, should the Premises Licence cease to have effect, the permit will also cease to have effect. Should the Premises Licence be transferred to a new holder, the permit will cease to have effect until such time as the new holder has successfully applied to have the permit transferred into his name.
8. Sections 282 and 283, as well Regulations made under the Gambling Act 2005, provide for two categories of gaming machines which may be located in alcohol-licensed premises. These are:

Machine Category		Maximum charge to use	Maximum prize value
Category C		£1	£100
Cat. D	Money prize	10p	£5
	Non-money prize:		
	Crane grab machine	£1	£50
	Other machine type	30p	£8
Combined money/non-money prize:			
Coin pusher/falls machine	20p	£20 (max. £10 money prize)	
Other machine type	10p	£8 (max. £5 money prize)	

9. 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 s.24 of the Gambling Act 2005. The Gaming Machine Code of Practice for alcohol-licensed premises is available via the Gambling Commission's website, www.gamblingcommission.gov.uk

10. A first annual fee is payable within 30 days of the permit taking effect (where the permit commences immediately upon issue), and further annual fees are then payable before each anniversary of the date of issue of the permit. The amount of each annual fee is £50. Failure to pay annual fees may result in the cancellation of the permit.
11. The licensing authority must notify the applicant of its grant / refusal of the application for a permit as soon as is reasonable practicable after that decision to grant / refuse has been made.

Your completed application form should be sent, together with payment for the prescribed fee, to:

Licensing
Dacorum Borough Council
The Forum
Marlowes
Hemel Hempstead
HP1 1DN

Tel: 01442 228000

Email: licensing@dacorum.gov.uk
Web: www.dacorum.gov.uk/licensing