



**GAMBLING ACT 2005**  
**Alcohol Licensed Premises Gaming Machine application**

- **Notification of TWO or less Gaming Machines**
- **Application for Gaming Machine Permit (i.e. for greater than two machines) for NEW / VARIATION / TRANSFER**

For use by premises 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.

Applicants Name:

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<b>Hart Licensing Department Basingstoke and Deane Borough Council Civic Offices London Road Basingstoke Hampshire RG21 4AH</b>	<b>Tel: 01252 622122 Email: <a href="mailto:hartlicensing@basingstoke.gov.uk">hartlicensing@basingstoke.gov.uk</a></b>
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**PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST**

Before completing this form please read the guidance notes at the end of the form. If you are completing this form by hand, please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. You may wish to keep a copy of the completed form for your records.

**SECTION A – WHAT DO YOU WANT TO DO?**

1. Please indicate what you would like to do:	
	Please tick
a. <b>NOTIFY</b> licensing authority that you intend to provide up to a maximum total of two gaming machines category C and / or D. (If you choose this option then please complete sections D and E)	
b. Apply to <b>CONVERT</b> an existing Section 34 permit issued under the Gaming Act 1968, into a licensed premises gaming machine permit (i.e. for more than two gaming machines). (If you choose this option then please complete sections B, D and E)	N/A
c. Apply for a <b>NEW</b> licensed premises gaming machine permit. (If you choose this option then please complete sections B, D and E)	
d. Apply to <b>VARY</b> an existing licensed premises gaming machine permit. (If you choose this option then please complete Sections B, D and E)	
e. Apply to <b>TRANSFER</b> an existing licensed premises gaming machine permit. (If you choose this option then please complete sections C, D and E)	

**SECTION B – APPLICATION FOR GRANT**

(includes conversion, new and variation applications)

2. How many gaming machines are you currently authorised to provide and if this is a new or variation application, how many do you wish to provide? (please complete the boxes in the table)		
Category Machine	The number you are currently authorised to provide	The number you wish to provide (new or variation)
C		
D		
<b>Total</b>		
3. If you are currently authorised to provide more than two machines, please provide your existing Section 34 Gaming Act 1968 permit, or provide reasons stating why it cannot be provided.		
		Please tick
3a. Existing permit provided (please keep a copy of your existing permit on the premise)		
Reason not provided:		

Mixed-use premises (e.g. bowling alley) are required to submit a plan showing the intended licensed area (where the machines are situated). A land registry plan would suffice.

### SECTION C – APPLICATION FOR PERMIT TRANSFER?

(i.e. where a transfer has been requested for the Licensing Act 2003 premises licence)

4.	What is the name of the person requesting the transfer?			
Please tick				
5.	Confirmation that an application to transfer the relevant Licensing Act 2003 Premises License has been:	Requested		
		Granted		
6.	Please provide your existing permit, or provide reasons why it cannot be provided:	Provided		
		Not provided		
6a.	Existing permit provided (please keep a copy of your existing permit on the premise)			
Reason not provided:				

### SECTION D – GENERAL INFORMATION

#### Premise details

7.	Name of premises:								
8.	Address of premises:								
		Postcode:							
9.	Telephone number:			Email address:					

#### Existing premises licence holder details:

10.	Title:	Mr	Mrs	Miss	Ms	Other:				
Forename(s):										
Surname:										
11.	Home address:									
		Postcode:								
12.	Telephone number:			Mobile number:						
13.	Email address:									

**Contact details:**

14. Contact name (where not previously given) and address for correspondence associated with this application					
Title:	Mr	Mrs	Miss	Ms	Other:
Forename(s):					
Surname:					
Address for correspondence associated with this application:					
		Postcode:			
15. Telephone number:				Mobile number:	
16. Email address:					
17. Licensing Act 2003 Premises Licence reference (e.g. 05/01234/PREM_C):					

**SECTION E – FEE AND SIGNATURE(S)**

- I enclose the fee of ..... (Cheques made payable to Hart District Council)

**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. (See guidance note 8)**

**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.**

Signed:			
Print Name:			
Capacity:		Date:	

<b>Fees:</b>	New Application	£150.00	Variation	£100.00
	Notification of 2 or less machines cat C or D	£50.00	Change of name	£25.00
	Transfer of permit	£25.00	Conversion	£100.00
	Annual fee	£50.00		

Reviewed 02.2023  
Next Review 02.2026

## Notes for Guidance

1. This form is to be used for the **notification of up to 2 gaming machines** of categories C and / or D under Section 282 of the Gambling Act 2005, or for 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 alcohol licensed premises gaming machine permit under the Gambling Act 2005.
2. The premises must be licensed under the Licensing Act 2003 to sell alcohol for consumption on the premises, without the requirement that alcohol is served only with food and there must be a bar for serving alcohol to customers on the premises.
3. The gaming machines must be located on 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. 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. The permit's duration is indefinite as it is linked to the Licensing Act 2003 Premises Licence. There is a first annual fee payable one month after issue and an annual fee payable after that before each anniversary of the date of issue of the permit. Failure to pay the annual fee may result in the cancellation of the permit. The annual fee is £50. There are no annual fees payable for 2 machines or less.
7. Sections 282 and 283, as well as SI 2007 / 2158 of the Gambling Act 2005 provide for two types of gaming machines which can be located in alcohol licensed premises. These are:
  - Category C: Maximum stake = 50p / Maximum prize = £35
  - Category D: Maximum stake = 10p or 30p non-monetary / Maximum prize = £5 cash or £8 non-monetary
8. **All alcohol licensed premises which provide gaming machines for use on the premises must comply with any relevant Code of Practice issued by the Gambling Commission under Section 24 of the Gambling Act 2005.** The Gaming Machine Code of Practice for Alcohol licensed premises permits and permissions is available via the Gambling Commission's website at: <http://www.gamblingcommission.gov.uk/UploadDocs/Contents/> Should you be unclear as to the provisions of the code of practice please contact the Gambling Commission or your local Council licensing service.
9. This 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.
10. Where you are notifying the local licensing authority of two machines or less, you will receive a registration document to confirm receipt of your notice.
11. Mixed-use premises (e.g. bowling alley) are required to submit a plan showing the intended licensed area (where the machines are situated). A land registry plan would suffice.