



## Notification of 2 or less Gaming Machines or Gaming Machine Permit (more than 2 machines) New/Variation/Transfer Application

(for use by premises licensed to supply alcohol for consumption on the premises)

<p><b>Section 1 - What do you want to do?</b></p> <p>Please indicate what you would like to do:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 70%;"></td> <td style="text-align: right; width: 10%;"><b>Fee</b></td> <td style="width: 20%;"></td> </tr> <tr> <td><b>Notify</b> licensing authority that you intend to provide up to a maximum total of 2 gaming machines category C and/or D <i>(please complete sections 4 and 5)</i></td> <td style="text-align: right;"><b>£50.00</b></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Apply for a <b>new</b> licensed premises gaming permit <i>(please complete sections 2, 4 and 5)</i></td> <td style="text-align: right;"><b>£150.00</b></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Apply to <b>vary</b> an existing licensed premises gaming permit <i>(please complete sections 2, 4 and 5)</i></td> <td style="text-align: right;"><b>£100.00</b></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Apply to <b>transfer</b> an existing licensed premises gaming permit <i>(please complete sections 3, 4 and 5)</i></td> <td style="text-align: right;"><b>£25.00</b></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>		<b>Fee</b>		<b>Notify</b> licensing authority that you intend to provide up to a maximum total of 2 gaming machines category C and/or D <i>(please complete sections 4 and 5)</i>	<b>£50.00</b>	<input type="checkbox"/>	Apply for a <b>new</b> licensed premises gaming permit <i>(please complete sections 2, 4 and 5)</i>	<b>£150.00</b>	<input type="checkbox"/>	Apply to <b>vary</b> an existing licensed premises gaming permit <i>(please complete sections 2, 4 and 5)</i>	<b>£100.00</b>	<input type="checkbox"/>	Apply to <b>transfer</b> an existing licensed premises gaming permit <i>(please complete sections 3, 4 and 5)</i>	<b>£25.00</b>	<input type="checkbox"/>	
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<p><b>Section 2 - Application for grant (new and variation applications)</b></p> <p>If this is a variation application, please indicate how many gaming machines you are currently authorised to provide and how many you wish to provide.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-bottom: 10px;"> <thead> <tr> <th style="width: 20%;">Category Machine</th> <th style="width: 30%;">Number currently authorised to provide</th> <th style="width: 50%;">Number wish to provide (new or variation)</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> <p>If you are currently authorised to provide more than 2 machines, please provide your existing permit, or provide reasons stating why it cannot be provided.</p> <p>Existing permit provided (keep a copy on the premises)</p> <p>Reasons why existing permit cannot be provided.....</p> <p>.....</p>	Category Machine	Number currently authorised to provide	Number wish to provide (new or variation)	C			D			Total			<input type="checkbox"/>			
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Please refer to guidance notes before completing

**Section 3 – Application for a permit transfer** (ie, where a transfer has been requested for the Licensing Act 2003 premises licence)

Name of person requesting the transfer.....

An application to transfer the relevant Licensing Act 2003 Premises Licence has been requested/granted (*delete as appropriate*)

Please provide your existing permit or provide reasons stating why it cannot be provided

Existing permit provided (keep a copy on the premises)

Reasons why existing permit cannot be provided.....  
.....

**Section 4 – General Information**

Name and Address of Premises .....  
.....

Telephone No of Premises .....

Name and Address of existing Premises Licence holder(s) .....  
.....

Telephone No (daytime) of Premises Licence holder .....

Email Address of Premises Licence holder.....

Name, Address, Telephone No and Email of agent if submitted on behalf of applicant  
.....  
.....

**Licensing Act 2003 Premises Licence Number**.....

**Section 5 - Fee and Signature(s)**

I enclose sum of £ (cheques should be made payable to Newcastle under Lyme Borough Council)

Application to be sent to:

**Licensing Section, Newcastle under Lyme Borough Council, Merrial Street, Newcastle, ST5 2AG**

*I understand that I must comply with the Gaming Machine Code of Practice for Alcohol Licensed Premise Permits and Permission 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*

Dated .....

Signed.....  
(by or on behalf of Licensing Act 2003 Premises Licence holder)

**Office Use Only**

Receipt No and Date.....

Permit No.....

## Guidance 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 a **new application, variation or transfer** of an 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 within 30 days of the effective date of the permit 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. The relevant legislation provides for two types of gaming machines which can be located in alcohol licensed premises. These are:
  - a) Category C: Maximum stake = £1.00 cash/Maximum prize = £100 cash
  - b) Category D: Maximum stake = 10p cash or 30p token/Maximum prize = £5 cash or £8 token
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/> Should you be unclear as to the provisions of the code of practice please contact the Gambling Commission or the licensing authority.
9. As soon as is reasonably practicable after a decision to grant/refuse has been made the licensing authority must notify the applicant of that decision.
10. Where you are notifying the local licensing authority of two machines or less, you may wish to request an acknowledgement of receipt of the notification. The form attached to this application can be utilised for this purpose.