

**APPLICATION FOR THE GRANT / CHANGE OF NAME OF AN
UNLICENSED FAMILY ENTERTAINMENT CENTRE GAMING MACHINE PERMIT**

**(FOR USE BY OCCUPIERS / PROPOSED OCCUPIERS OF PREMISES
INTENDED TO BE USED BY THE APPLICANT AS UNLICENSED FAMILY
ENTERTAINMENT CENTRES)**

Guidance notes:

1. This form is to be used for an application for a grant (or to request a change of name) of a unlicensed family entertainment centre gaming machine permit under the Gambling Act 2005 Section 247 and Schedule 10. **This form can be used for both new applications and for applications to convert an existing Section 34 permit** under the Gaming Act 1968 in accordance with the Gambling Act 2005 Statutory Instrument 2006 / 3272.
2. An unlicensed family entertainment centre is entitled to provide an unlimited number of category D gaming machines available for use on the premises. Category C (adult) gaming machines CANNOT be made available for use and thus there will be no 'designated adult areas' required at the premises.
3. The permit's duration is 10 years. A renewal application must be made 2-6 months before the expiry date of the permit (Schedule 10 paragraph 18 Gambling Act 2005).
4. The **fee** for a **new** application for grant is **£300**. The **fee** for the **conversion** of an existing Section 34 Gaming Act 1968 permit is **£100**. The **fee** for a **change of name** is **£25**.
5. Applicants should be aware that this Licensing Board has published a 'Statement of Principles' under Schedule 10 paragraph of the Gambling Act 2005. The Statement of Principles is available via the Licensing Board's pages on Aberdeen City Council's website or via a request made to the contact details provided at the top of the application form.
6. This Licensing Board must notify the applicant of its grant / refusal of the application for a permit as soon as is reasonably practicable after that decision to grant / refuse has been made.
7. These permits cannot be transferred. Change of name is only permitted where the permit holder changes his / her name or wishes to be known by another name (Schedule 10 paragraph 11(2)).

8. It is recommended that applicants along with the application submit a plan indicating the extent of the premises and areas therein to which the permit will apply.
9. Please note that the application will be circulated to Grampian Police as part of the consultation process. (Schedule 10 paragraph 9(b))



ABERDEEN CITY LICENSING BOARD

GAMBLING ACT 2005

**APPLICATION FOR THE CONVERSION OR NEW GRANT / CHANGE OF NAME
OF AN
UNLICENSED FAMILY ENTERTAINMENT CENTRE GAMING MACHINE PERMIT**

**(FOR USE BY OCCUPIERS / PROPOSED OCCUPIERS OF PREMISES INTENDED TO BE
USED BY THE APPLICANT AS UNLICENSED FAMILY ENTERTAINMENT CENTRES)**

Please refer to guidance notes before completing

To: The Clerk to the Licensing Board
Aberdeen City Licensing Board
Office of City Solicitor
Ground Floor, Town House,
Broad Street, Aberdeen, AB10 1AQ

SECTION A – GENERAL INFORMATION

1. Name of premises

.....

2. Address of premises

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.....

3. Telephone number of premises

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4. Name of applicant

.....

5. Address of applicant

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.....
.....

6. Telephone number (daytime) of applicant

.....

7. E-mail address of applicant

.....

8. Name, address, telephone and e-mail of agent (e.g. solicitor) if submitted on behalf of the applicant

.....
.....
.....

<p>SECTION B– What do you want to do?</p> <p>9. Please indicate what you would like to do:</p> <p>a) Apply to convert an existing Section 34 permit issued under the Gaming Act 1968, into an unlicensed family entertainment centre gaming machine permit <i>(if you choose this option then please complete sections C and E)</i></p> <p>b) Apply for a new unlicensed family entertainment centre gaming machine permit <i>(if you choose this option then please complete sections C and E)</i></p> <p>c) Request that the Licensing Board changes the name on the permit due to the existing permit holder’s change of name or wish to be known by another name. <i>(if you choose this option then please complete sections D and E)</i></p>	<p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>
<p>SECTION C – Application for grant (includes both new and conversion applications)</p> <p>10. Do you have an existing Section 34 permit issued under the Gaming Act 1968?</p> <p>If ‘yes’ the permit should be enclosed.* Existing Section 34 permit enclosed</p> <p>11. Are you aware of any premises licence, issued under the Gambling Act 2005, which exists in relation to the premises to which this application relates? If ‘yes’ please provide details (e.g. premises licence reference number)</p> <p>.....</p> <p>.....</p>	<p>Yes / No</p> <p><input type="checkbox"/></p> <p>Yes / No</p>
<p>SECTION D – CHANGE OF NAME</p> <p>12. What is the name of the permit holder on the existing permit?</p> <p>.....</p> <p>.....</p> <p>13. What is the reference (e.g. number) of the existing permit?</p> <p>.....</p> <p>14. What name change is requested by the permit holder?</p> <p>.....</p> <p>15.. Why is this change of name being requested? <i>(see guidance note 7)</i></p> <p>.....</p> <p>.....</p>	

* Please keep a copy of your existing permit on the premises to which it relates.

Section E – Fee and Signature(s)

I enclose a sum of £ (cheques should be made payable to Aberdeen City Council)

I confirm that I occupy / propose to occupy the premises to which this application relates.

I confirm that I am 18 years of age or older.

I and my staff confirm that we have a full understanding of the maximum stakes and prizes of the gambling that is permissible in unlicensed Family Entertainment Centres

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 applicant / permit holder).....

Print Name
.....

OFFICIAL USE ONLY		
Date Received:	Fee Paid:	Receipt Number: