

**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 at the back of this form before completing

To:
North Tyneside Council
Licensing Department
Harvey Combe Killingworth
Newcastle upon Tyne NE12 6UB



<p>SECTION A – What do you want to do?</p> <p>1. 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 B, D 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 B, D and E)</i></p> <p>c) Request that the licensing authority 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 C, D and E)</i></p>	<p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p>
<p>SECTION B – Application for grant (includes both new and conversion applications)</p> <p>2. 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>3. 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>IF YOU HAVE ANSWERED YES TO NUMBER 3 NO APPLICATION FOR AN UNLICENSED FAMILY ENTERTAINMENT CENTRE PERMIT CAN BE MADE IN RESPECT OF THE PREMISES</p>	<p align="center">Yes / No</p> <p align="center"><input type="checkbox"/></p> <p align="center">Yes / No</p>

Section C – Change of name

4. What is the name of the permit holder on the existing permit?

.....

5. What is the reference (e.g. number) of the existing permit?

.....

6. What name change is requested by the permit holder?

.....

7. Why is this change of name being requested? *(see guidance note 8)*

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

Section D – General Information

8. Name of premises.....

9. Address of premises.....

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10. Telephone number of premises.....

11. Name of applicant – if individual please give date of birth

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12. Address of applicant

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13. Telephone number (daytime) of applicant

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14. E-mail address of applicant

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

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16. Please indicate what policies or procedures are in place to protect children from harm

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17. Please give details of any staff training or understanding which you have in relation to the maximum stakes and prizes of the gambling that is permissible under this permit

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Section E – Checklist and Declaration

I confirm that I am 18 years of age or older

There is no premise licence in force in relation to the premises

I have enclosed a plan of the premises and insurance certificate (or certified copy)

I enclose a sum of £..... (cheques should be made payable to North Tyneside Council

I confirm that I occupy / propose to occupy the premises to which this application relates and that the premises will be used wholly or mainly as an Unlicensed Family Entertainment Centre

I confirm that I have no previous convictions (if you have previous convictions please contact the Licensing Section at the address below)

I have enclosed a copy of my existing permit (if applicable)

I understand that if I do not comply with the above requirements my application will be rejected

THE INFORMATION CONTAINED IN THIS FORM IS CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF

Please note: It is an offence, liable on summary conviction to a fine up to Level 5 on the Standard Scale or to a term of imprisonment not exceeding 51 weeks, or both, under Section 342 of the Gambling Act 2005 to make a false statement in or in connection with this application

I understand the Police will be consulted in relation to this application and have the opportunity to make representations

Dated

Signed (by or on behalf of applicant / permit holder).....

Print Name.....

Please return form to: Licensing Section, Killingworth Site, Harvey Combe, Killingworth, Newcastle upon Tyne, NE12 6UB – Telephone 0191 643 2175

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 (subject to health and safety regulations). 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).
3. 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**.
4. Applicants should be aware that this Licensing Authority has published a 'Statement of Principles' under Schedule 10 paragraph of the Gambling Act 2005. The Statement is available via this authority's website or via a request made to the contact details provided at the top of this form.
5. This licensing authority 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.
6. If an application has been made to convert an existing Section 34 Gaming Act 1968 permit before 31st July 2007, then the applicant can assume that, even where a decision has not been formally made by this licensing authority, his/her application is to be treated as granted from September 2007. Following this, a permit must be provided by this authority as soon as reasonably practicable.
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. A Plan of the premises must be provided which must show the number and location of any gaming machines, points of access to the public, location of fire extinguishers and smoke detectors.
9. An insurance certificate (or copy certified by a Solicitor/Commissioner for Oaths or Notary) confirming the availability of public liability insurance must be provided.
10. Please note that the application form will be forwarded for information to Tyne & Wear Fire & Rescue Service.
11. It is anticipated that the licensing objectives will be considered by the Licensing Authority with most applications for a permit.
12. The Licensing Authority will also consider the Guidance issued by the Gambling Commission.
13. The applicant will be expected to demonstrate that they have a right to occupy the premises, have a full understanding of the maximum stakes and prizes that are permissible, have no relevant convictions and that staff have been trained to have a full understanding of the maximum stakes and prizes.
15. If the Licensing Officer is minded to refuse this application reasons for the refusal will be given to the applicant who will be given an opportunity to make oral or written representations or both before

any decision is formally taken to refuse the application or not. Upon receipt of representations a Licensing Sub-Committee will determine the matter.

16. When a Licensing Authority rejects an application for the issue or renewal of a permit the applicant may appeal to North Tyneside Magistrates Court within 21 days of receiving notification of the decision not to grant the application for a permit.