**NOTIFICATION – DISPOSAL OF GAMING MACHINES**

### If insufficient space is available for responses please attach additional information.

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| **Details of Notification**A licensee must notify the Commission if it proposes to dispose of a gaming machine for any of the following reasons:(*Please tick relevant box*)[ ]  an authorisation is to be traded without the gaming machine;[ ]  the gaming machine is to be sold to another licensee in the ACT or a local jurisdiction;[ ]  the gaming machine is to be returned to the approved supplier who sold the gaming machine;[ ]  the gaming machine is to be sold to an approved supplier;[ ]  the authorisation for the gaming machine is to be surrendered; or[ ]  the licensee’s licence is to be cancelled by the Commission.For:[ ]  Class B Gaming Machines[ ]  Class C Gaming Machines***Note:*** *The amendment is effective in the prescribed number of days after the receipt of this notification by the ACT Gambling and Racing Commission. If additional information is required the effective date is the prescribed number of days from when the additional information is received.* |

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| **SECTION 1 - Details of Applicant** |
| Name of licensee (enter text) | Licence Number (enter text) |
| Postal address (enter text) |
| Name of authorised premises (enter text) | Certificate Number (enter text) |
| Address of authorised premises (enter text) |
| Contact Person (enter text) | Telephone (enter text) | Facsimile (enter text) |
| Email Address (enter text) |

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| **SECTION 2 - Details of Disposal** |
| Person representing licensee at the gaming machine’s disposal (if applicable) |
| How and to whom gaming machine is to be disposed including proposed date of disposal and proposed time of destruction (if applicable)(enter text) |

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| **SECTION 3 - Details of Gaming Machines to be disposed**Details of Gaming Machines to be replaced |
| **GAMING MACHINE 1** | **ID Number (if applicable)** |  |
| Serial Number | Machine Name |
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| **GAMING MACHINE 2** | **ID Number (if applicable)** |  |
| Serial Number | Machine Name |
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| **GAMING MACHINE 3** | **ID Number (if applicable)** |  |
| Serial Number | Machine Name |
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| **GAMING MACHINE 4** | **ID Number (if applicable)** |  |
| Serial Number | Machine Name |
|  |  |

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| **GAMING MACHINE 5** | **ID Number (if applicable)** |  |
| Serial Number | Machine Name |
|  |  |

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| **GAMING MACHINE 6** | **ID Number (if applicable)** |  |
| Serial Number | Machine Name |
|  |  |

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| **GAMING MACHINE 7** | **ID Number (if applicable)** |  |
| Serial Number | Machine Name |
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| **GAMING MACHINE 8** | **ID Number (if applicable)** |  |
| Serial Number | Machine Name |
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| **SECTION 4 - Documents that must accompany this application.** |
| * Information identifying the person who is to acquire the gaming machine or information identifying who is to destroy the gaming machine (eg. acknowledgement letter from supplier).
* Evidence that the person who is to acquire the gaming machine is authorised to have the gaming machine under a law of a local jurisdiction.
* Details of turnover and total win meter readings from affected gaming machines.

***Please Note****: A Monthly Tax Return and payment of tax funds may be required.* |

| **SECTION 5 – To be completed by authorised representative of licensee.** |
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| I (print or type full name of licensee’s representative)on behalf of the (print or type name of licensee)do hereby declare that the information on this notification form and the accompanying documentation is true and correct.SignedPosition (print or type position held with licensee)Date |

| **SECTION 6 – Important Information** |
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| * The prescribed fee must accompany this notification.
* Please note that once this notification is submitted to the ACT Gambling and Racing Commission the application fee is non-refundable.
* The prescribed fee is available on the Commission’s web site at [www.gamblingandracing.act.gov.au](http://www.gamblingandracing.act.gov.au)
* Alternatively, you can contact the Commission on telephone number 02 6207 0359 for more information.
* Mail this completed application to:

ACT Gambling and Racing Commission PO Box 214 CIVIC SQUARE ACT 2608Fax: 6207 7390 Email: gaming.operations@act.gov.au  |

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| **GAMING REGULATION SECTION USE ONLY – LICENSEE NOT TO COMPLETE THIS PART** |
| NOTIFICATION FEE PAID | YES | NO |
| AUTHORISED BY | DATE | YES | NO |

| **SECTION 7 – Details of Payment.** |
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| Please indicate by ticking the appropriate box which of the following will be the method of payment:[ ]  money order or cheque made payable to the ACT Gambling and Racing Commission; or[ ]  credit card (Visa or Master Card). Please complete the required details in the area below. |
| Payment by Credit Card. |
| Card type – Select one check box below for your card type:[ ]  Master Card; or[ ]  Visa. Card Number:Expiry Date:Amount:Name on Card:Signature |

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| FINANCE SECTION USE ONLY – LICENSEE NOT TO COMPLETE THIS PART |
| Payment Processed by: .......................................... Date......./........./............ Receipt Number: ....................................... (Authorised Officer) |