

APPLICATION FOR AN AUTHORISATION CERTIFICATE AMENDMENT

If insufficient space is available for responses please attach additional information

Details of Application

A licensee may apply for an amendment of an *Authorisation Certificate* only for (please tick relevant option) –

A Gaming Area Amendment

- ☐ to change the size or shape of a gaming area, or part of a gaming area;
☐ to change the location of a gaming area;
☐ to add another gaming area;

A Premises Relocation Amendment

- ☐ to relocate all gaming machine operations allowed under the authorisation certificate to a new premises;

An Increase Maximum Amendment

- ☐ to increase the maximum number of authorisations for Class C gaming machines under the Authorisation Certificate.

NOTE: A licensee does not need to apply for a gaming area amendment or any other authorisation amendment to move a gaming machine from one part of a gaming area to another part of a gaming area.

SECTION 1 - Details of Applicant

Name of Authorised Premises (enter text)

Authorisation Certificate No:

Address of Authorised Premises (enter text)

Postal address (enter text)

Contact Person (enter text)

Telephone (enter text)

Email Address (enter text)

Reason for the amendment (enter text)

SECTION 2 – For premises relocation only

Address of new premises (enter text)

Block (enter text)

Section (enter text)

Suburb (enter text)

SECTION 2 – For increase maximum amendment only

Number of additional authorisations sought (enter text)

SECTION 3 - Documents that must accompany this application.

Gaming Area Amendment

- to change the size or shape of a gaming area, or part of a gaming area;
 - to change the location of a gaming area; or
 - to add another gaming area;
- A plan of the premises that is drawn to scale that clearly delineates the location, boundaries and dimensions of the proposed gaming area.

Premises Relocation Amendment

- to relocate all gaming machine operations allowed under the authorisation certificate to a new premises within the same suburb;
 - A plan of the premises that is drawn to scale that clearly delineates the location, boundaries and dimensions of the proposed gaming area.
- to relocate all gaming machine operations allowed under the authorisation certificate to a new premises within another suburb;
 - A plan of the premises that is drawn to scale that clearly delineates the location, boundaries and dimensions of the proposed gaming area;
 - A social impact assessment; and
 - If the applicant is a club, evidence that a majority of the voting members of the club who voted in a ballot conducted under the Regulation voted for the Club relocating to the new premises.

Increase Maximum Amendment

- to increase the maximum number of authorisations for Class C gaming machines under the Authorisation Certificate.
 - A plan of the premises that is drawn to scale that clearly delineates the location, boundaries and dimensions of the proposed gaming area;
 - A social impact assessment;
 - An alphabetical list of names and addresses of current members of the club, certified correct by the club secretary. These details may be supplied in an electronic format; and
 - A copy of any membership agreements between the applicant licensee and any other club.

SECTION 4 – To be completed by authorised representative of applicant.

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 application form and the accompanying documentation is true and correct.

Signed:

Position (print or type position held with licensee):

Date:

Lodgement and payment methods

This form should be lodged via email to gaming.operations@act.gov.au

Once you have lodged the form you can make payment via the following methods:

Credit Card:

Please click on the following link to make payment.

Gaming Area Amendment ONLY -

<https://form.act.gov.au/smartforms/servlet/SmartForm.html?formCode=1009-gaming&Acc=GACA>

For all other amendment types, please lodge this form and you will be contacted for payment.

Other payment method:

If you wish to pay via an alternate method, please contact us on 02 6207 2343

Your application will not be assessed until payment has been received.

Please note that the licence fee is GST exempt. Once this application 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

Alternatively, you can contact the Commission on 02 6207 2343 for more information.