

# ACT Gamblers Exclusion Database: User Application Form – for Gambling Venue staff

This application form requests the creation of an account to access the ACT Gamblers Exclusion Database (ACTGED).

- A unique account is created for the person nominated in this user application form.
- The nominated e-mail address will be used by the system for communicating password resets and exclusion notifications.
- For security purposes please ensure the nominated e-mail can only be accessed by the applicant. Each user must have their own, individual email.

## Applicant Details (\*indicates Compulsory field)

First Name*	<input type="text"/>	Contact number*	<input type="text"/>
Middle Name	<input type="text"/>	Date of Birth*	<input type="text"/>
Surname*	<input type="text"/>	Email*	<input type="text"/>

I acknowledge I have read and accept the 'Non-Disclosure & Confidentiality Agreement' on page two of this application.

Applicant's signature

## Licensee Details

Licensee name

*Licensees with multiple venues only*

Workplace address (Primary venue)

Receive incident notifications for:  
All venues   
Primary venue

## Venue verification

I verify that the applicant requires the following level of access to the Gamblers Exclusion Database. I will also ensure the Commission is notified as soon as practicable when the applicant's access to the database is no longer required.

### Access types:

- Read-only   
General   
Gambling Contact Officer

**Read-only** access limits staff to viewing exclusion and incident data, including the exclusion slide show and catalogue report. **General access** allows the entry of exclusions and events into the database but only people with **Gambling Contact Officer access** can review and complete incidents and exclusions.

Manager's name	<input type="text"/>	Manager's signature	<input type="text"/>
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## ACT Gamblers Exclusion Database Non-Disclosure and Confidentiality Agreement

1. The ACT Gamblers Exclusion Database (ACTGED) contains sensitive and confidential information. ACTGED users may only access and make use of this information as appropriate, for the purpose for which it was collected and in the course of their employment at an ACT licensed gambling venue.

2. I, the applicant on this form agree:

- that if exposed to any information or data that may or may not be classified or sensitive, I will hold the information in trust and will not convey that information to any third parties without written authority from a duly authorised ACT Government employee;
- to protect the confidentiality of my ACTGED logon password and I will not provide my logon details to any other persons;
- that all access to the ACTGED database is logged and subject to audit;
- to accept responsibility for the confidentiality of any reports or information in printed or electronic format I cause to be generated or printed from ACTGED; and
- to advise the ACT Gambling and Racing Commission when I no longer require access to ACTGED in the course of my employment.

3. Failure to comply with this agreement will render the applicant liable to penalties as described in the appropriate Act(s) applicable to the information disclosed.

### Privacy Policy

Your personal and sensitive information, as collected in this form, will be uploaded into the ACT Gamblers Exclusion Database and will be only visible to the licensee nominated in this form, the ACT Gambling and Racing Commission and Access Canberra. Your personal and sensitive information will be collected and handled in accordance with relevant privacy laws, the Privacy Notice available at <https://www.cmtedd.act.gov.au/legal/privacy> and any privacy policies or notices of the participating venues, or other related organisations that may assist you with the collection.

Please email the signed application to the ACT Gambling and Racing Commission  
[Exclusionsupport@act.gov.au](mailto:Exclusionsupport@act.gov.au)

For enquiries please contact the ACT Exclusion Support team by phone: 6207 0359 (option 3) or email: [Exclusionsupport@act.gov.au](mailto:Exclusionsupport@act.gov.au)



**Gambling & Racing Commission**  
GPO Box 158, Canberra City ACT 2601

ACT Gambling Exclusion Scheme  
☎ 6207-0359 (option 3)  
✉ [Exclusionsupport@act.gov.au](mailto:Exclusionsupport@act.gov.au)  
🌐 [gamblingandracing.act.gov.au](http://gamblingandracing.act.gov.au)  
📄 [gambling-help/exclusion-support](http://gambling-help/exclusion-support)

