



**Jersey Gambling Commission**

---

**GAMBLING (JERSEY) LAW 2012**  
CHARITABLE CLUB OR SOCIETY PERMIT

*PART 2 (ARTICLE 11)*

**FORM OF APPLICATION FOR A CHARITABLE CLUB OR SOCIETY PERMIT**

---

Please complete in BLOCK CAPITALS and then return this completed form to:

Jersey Gambling Commission, 4<sup>th</sup> Floor, Osprey House,  
5-7 Old Street, St. Helier, Jersey, JE2 3RG



Name of club/society:

Address of club/society:

Purposes of club/society:  
*(charitable, social, sporting, etc)*

JFSC Non-Profit Organisation number:  
*(if applicable)*

Number of members:

Promoter Telephone/Mobile:

Promoter Email:

Promoter Full Name:

Promoter Address:

Promoter Date of Birth:

**Event Details**

Event Name:

Type of Event *(eg lottery, 100 club):*

Draw Date:

Draw Location:

Total Value of Prizes:

Number of Tickets available for sale:

Price per Ticket:

Locations where tickets will be sold:



Event Details (continued)

Prize Structure:  
*Please provide a list of prizes and perceived value.  
To include all donated and purchased prizes.  
Provide on a separate page if necessary.*


*Are the prizes in your possession? If not, please provide further details*

**Conduct of the Event**

If the event is insured, provide Insurance Company name and Policy Number:

--

Provide a description of the mechanism of the draw:  
*(Provide information on how the draw is done, what safeguards are in place to mitigate errors, what checks are performed on the equipment prior to the draw, what records are kept and how, what reconciliation is performed after the draw, winning ticket(s) verification, etc...  
Provide as much information as possible to assist the Commission in considering your application)*

--

Provide details of how underage persons (ie under 18 years of age) will be prevented from buying tickets:

--

Name of Event Auditor:

--

Will tickets be sold online?  
If so, please provide further information on how this will be managed and a link to the sales website.  
See Commission guidance at [Social & Charitable Permit – The Jersey Gambling Commission](#)

--

**CHECKLIST**

Please provide a copy of the following (*please tick*):

- Promoter's passport
- Terms and Conditions and explanation of how these will be made available to ticket buyers
- Internal procedures and risk assessment for the event
- Draft copy of draw ticket (when available)




## Declaration

### Club/Society Declaration

I \_\_\_\_\_ being a duly authorised person of the above-mentioned club/society, hereby authorise the applicant/promoter to undertake the event listed within this application on behalf of the aforementioned club/society.

Signature:

Date:

### Promoter Declaration

I \_\_\_\_\_ being duly authorised by the above club/society, and in accordance with the Gambling (Charitable and Membership Gambling Services) (Jersey) Regulations 2012, apply for a permit to conduct the gambling for event listed within this application.

I confirm that I have read and understood the following documents which can be found on the Commission's website: Policy Statement for Social and Charitable Gambling, Code of Practice for Social and Charitable Gambling, Advice Note for Conducting Lotteries and the Policy Statement for Advertising Commercial or Charitable Gambling.

The Jersey Gambling Commission must be informed and take account of any convictions by the applicant/promoter, as such, the applicant must make a declaration to the effect that they have never been convicted or found guilty of an offence in any Court of Law (including Honorary Police Enquiries, Juvenile Court or Court Martial) and that they do not have a case pending. **Please note that the Rehabilitation of Offenders (Exceptions) (Jersey) Regulations 2002 applies and that all convictions must therefore be declared.** All details may be checked via the Police. In case that there is a conviction, the applicant/promoter must declare it in writing to the Jersey Gambling Commission.

I \_\_\_\_\_, declare that I have not been convicted of any of the offences other than those declared. I further declare that I will inform the Jersey Gambling Commission immediately should any information come into my possession that materially impacts upon this declaration.

Signature:

Date:

### Data Protection

The Commission requires data regarding applicants (including lead executives and beneficiaries, where necessary) for the purposes set out in the Gambling Commission (Jersey) Law 2010 and the Gambling (Jersey) Law 2012. As a competent authority listed in Schedule 1 of the Data Protection (Jersey) Law 2018, the Commission will primarily collect and process data and special category data necessary for the exercise of its public functions.

The Commission has produced a Privacy Policy for users and an Information Note. These are available on the website at the following link - <https://www.jgc.je/data-protection>. Please read them carefully.



The completed application form and any attachments should be forwarded to the Jersey Gambling Commission with the prescribed application fee, as set out in the Social and Charitable Gambling Fees Notice ([Social & Charitable Permit – The Jersey Gambling Commission](#)).

Email to [info@jgc.je](mailto:info@jgc.je)

Or **Post** to:

Jersey Gambling Commission  
4<sup>th</sup> Floor, Osprey House  
5-7 Old Street  
St. Helier  
Jersey  
JE2 3RG

**NOTE: The Commission's account for bank transfers is HSBC Sort Code 40-25-34 Account Number 52474700 (Provide the society name as reference). Any cheques should be made payable to the JERSEY GAMBLING COMMISSION.**

The principal purpose of the Commission in seeking the information required by this Application form is to provide core factual details, thereby enabling:

- Preliminary investigations in order to ascertain the full scope of its investigations; and
- Identify where further information will need to be requested and/or required.

Additional information may be sought by the Jersey Gambling Commission which may result in a visit to the premises or a meeting with the applicant.

If any details set out on this Application form change prior to the determination of this Application, you must notify the Jersey Gambling Commission in writing as soon as reasonably practicable.

Use BLOCK CAPITALS.

All dates should be in the form of Day / Month / Year (DD / MM / YYYY).

Answer every question, using N/A or NIL where applicable.

Use additional sheets as necessary, cross-referencing against the relevant question the additional sheet(s) on which the answer is to be found.

Please number, date and sign any additional attached pages to the application form.

Application processing will not commence until all initial requested documentation is received.

If you require any assistance or would like to discuss any part of the application form, please contact the Jersey Gambling Commission on +44 (0)1534 828540.