Jersey Gambling Commission
4th Floor, Osprey House, 5-7 Old Street
St. Helier, Jersey, JE2 3RG
Tel: +44 (0)1534 828 540

APPLICATION FOR A GAMING MACHINE LICENCE

This application form may only be completed by a licensed bookmaker operating from a premises approved by the Commission on application for a gaming machine licence in accordance with PART 2 Regulation 11 of the Gambling (Jersey) Law 2012. This application must be read in accordance with the **Policy and Code of Practice for Gaming Machines**.

If you have any queries about the application form and how to complete it, please contact the Commission on the above telephone number.

Name of Licensed Premises Applying for the Licence

Section 1 – Contact Details

1 Name of the designated contact responsible for this application. All future correspondence relating to the application will be directed to this address.

Title	
First name(s)	
Surname	
Address	
Postcode	

Office phone number (including area code)	
Daytime phone number (including area code)	
Email	

Section 2 – Organisation Details

2	Name of organisation (registered entity, individual or other)	
3	Trading name (if different from above)	

4 If the organisation is a registered business, complete the following:

JFSC Registration number	
Registered office address	
Postcode	

5 If the organisation does not have a registered office, or the head office is different from the registered address, complete the following in respect of the head office:

Building name	
Building number	
Street	
Town/city	
Postcode	
Country	

Section 3 – Gaming Machine Details

NOTE: In the event that the applicant completes the "*Suppliers and Gaming Machine Details Annex A.xls*" then please go to Section 4.

What type(s) and how many machine(s) are you applying for?

Gaming Machine Type I[1]	☐	Quantity	
Gaming Machine Type II[2]	☐	Quantity	

NOTE: The applicant may only hold a maximum of four (4) machines per premises (Type I, Type II or any mix of both).

Machine Supplier Name	

NOTE: If the applicant self-supplies, then please state "*self-supply*" and the applicant must also apply for a Machine Suppliers permit.

[1] Commonly known as a AWP in the UK.
[2] Commonly known as a FOBT (B2 & B3) in the UK.

Section 4 – Declaration

The following declaration must be signed in all cases:

a) If the organisation is an individual, by that individual;
b) If the application is made on behalf of a partnership, by all individuals who are partners;
c) In any other case, by a duly authorised officer of the organisation.

Should the information provided in relation to this application form cease to be correct, it is the organisation's responsibility to advise the Jersey Gambling Commission immediately. Failure to do so could result in any approval subsequently issued being reviewed and possibly revoked.

The Jersey Gambling Commission may require confirmation or further information from third parties in respect of any evidence or documentation I/we have provided in support of this application. I/We agree to grant authorisation to the Jersey Gambling Commission officers to request and receive information about me/us from those third parties.

I/We understand that any misrepresentation or failure to reveal information or grant any authorisation requested may be deemed sufficient cause for the refusal or revocation of approval.

I/We certify to the best of my/our knowledge and belief that the information given in this application is complete and correct in every respect.

a First name(s)	
Surname	
Signed	
Position in organisation	
Date	

b First name(s)	
Surname	
Signed	
Position in organisation	
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.

Section 5 – Payment Details

The completed application form and any attachments should be bound/stapled as a single document and be forwarded with the appropriate fee, as set out in the Fees Notice for Gaming Machine Operators:

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

NOTE: Please pay by **Bank Transfer** to HSBC

Sort Code: 40-25-34
Account no: 52474700 (Provide the company name as reference).

Donation to the Jersey Social Responsibility Fund

It is a mandatory Licence condition for all Class I Licence holders to donate to the Jersey Social Responsibility Fund. The donation is calculated in the following manner:

£250 per shop per annum
£100 per gaming machine licence (type I & type II) per annum.

Please Note: This donation is an annual requirement. Payment to the fund must be made on or before 1st January of every year a Class I Licence remains valid. Failure to make this payment is a breach of a Licence condition and is therefore subject to regulatory sanctions that, without remedy, could lead to both a fine and the revocation of the Licence.

Social Responsibility Fund donations are payable (using applicant name or invoice number as reference) to the Jersey Gambling Commission via bank transfer to HSBC 40-25-34 – 32503719

Section 6 - Notes

The principal purpose of 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.