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| **PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST**  If you are completing this form by hand, please write legibly in block capitals using ink. Use additional sheets if necessary (marked with the number of the relevant question). You may wish to keep a copy of the completed form for your records.  Where the application is in respect of a vessel the application should be made on the relevant form for that type of premises. |

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| **Part 1 – Type of premises to which the application relates** | | |
| Regional Casino | Large Casino | Small Casino |
| Bingo | Adult Gaming Centre | Family Entertainment Centre |
| Betting (Track) | Betting (Other) |  |
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| **Part 2 – Applicant Details** | |
| If you are an individual, please fill in Section A. If the application is being made on behalf of an organisation (such as a company or partnership), please fill in Section B.  **Section A**  **Individual applicant** | |
| 1. Title: Mr  Mrs  Miss  Ms  Dr  Other (please specify) | |
|  | |
| 2. Surname: | Other name(s): |
| *[Use the names given in the applicant’s operating licence or, if the applicant does not hold an operating licence, as given in any application for an operating licence]* | |
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| 3. Applicant’s address (home or business – *[delete as appropriate]*): | |
| Postcode: | |
|  | |
| 4(a) The number of the applicant’s operating licence (as set out in the operating licence): | |
| 4(b) If the applicant does not hold an operating licence but is in the process of applying for one, give the date on which the application was made: | |
| 5. Tick the box if the application is being made by more than one person.  *[Where there are further applicants, the information required in questions 1 to 4 should be included on additional sheets attached to this form, and those sheets should be clearly marked “Details of further applicants”.]*  **Section B**  **Application on behalf of an organisation**  6. Name of applicant business or organisation:    *[Use the names given in the applicant’s operating licence or, if the applicant does not hold an operating licence, as given in any application for an operating licence]* | |
| 7. The applicant’s registered or principal address: | |
| Postcode: | |
|  | |
| 8(a) The number of the applicant’s operating licence (as given in the operating licence): | |
| 8(b) If the applicant does not hold an operating licence but is in the process of applying for one, give the date on which the application was made: | |
| 9. Tick the box if the application is being made by more than one organisation.  *[Where there are further applicants, the information required in questions 6 to 8 should be included on additional sheets attached to this form, and those sheets should be clearly marked “Details of further applicants”.]* | |

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| **Part 3 – Premises Details** |
| 10. Proposed trading name to be used at the premises (if known): |
| 11. Address of the premises (or, if none, give a description of the premises or proposed premises and their location): |
| Postcode: |
| 12. Telephone number at premises (if known): |
| 13. If the premises are in only a part of a building, please describe the nature of the building (for example, a shopping centre or office block). The description should include the number of floors within the building and the floor(s) on which the premises are located. |
| 14(a) Are the premises or proposed premises situated in more than one licensing authority area?  Yes/No *[delete as appropriate]* |
| 14(b). If the answer to question 14(a) is yes, please give the names of all the licensing authorities within whose area the premises or proposed premises are partly located, **other than the licensing authority to which this application is made:** |

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| **Part 4 – Times of Operation** | | | |
| 15(a) Do you want the licensing authority to exclude a default condition so that the premises may be used for longer periods than would otherwise be the case? Yes/No *[delete as appropriate] [Where the relevant kind of premises licence is not subject to any default conditions, the answer to this question will be no.]*  15(b) If the answer to question 15(a) is yes, please complete the table below to indicate the times when you want the premises to be available for use under the premises licence. | | | |
|  | *Start* | *Finish* | *Details of any seasonal variation* |
| Mon | *hh:mm* | *hh:mm* |  |
| Tue |  |  |  |
| Wed |  |  |  |
| Thurs |  |  |  |
| Fri |  |  |  |
| Sat |  |  |  |
| Sun |  |  |  |
| 16. If you want the premises licence to have a condition restricting gambling to specific periods in a year, please state the periods below using calendar dates: | | | |

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| **Part 5 – Miscellaneous** |
| 17(a) Does the application relate to premises or proposed premises which are part of a track or other sporting venue which already has a premises licence: Yes/No *[delete as appropriate]* |
| 17(b) If the answer to question 17(a) is yes, please confirm by ticking the box that an application to vary the main track premises licence has been submitted with this application: |
| 18(a) Do you hold any other premises licences that have been issued by this licensing authority? Yes/No *[delete as appropriate]* |
| 18(b) If the answer to question 18(a) is yes, please provide full details: |
| 19. Please set out any other matters which you consider to be relevant to your application: |

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| **Part 6 – Declarations and Checklist *(Please tick)*** | |
| I/ We confirm that, to the best of my/ our knowledge, the information contained in this application is true. I/ We understand that it is an offence under section 342 of the Gambling Act 2005 to give information which is false or misleading in, or in relation to, this application. |  |
| Checklist: | |
| * Payment of the appropriate fee has been made/is enclosed |  |
| * A plan of the premises or proposed premises is enclosed |  |
| * I/ we understand that if the above requirements are not complied with the application may be rejected |  |
| * I/ we understand that it is now necessary to advertise the application and give the appropriate notice to the responsible authorities |  |

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| **Part 7 – Signatures** |
| 20. Signature of applicant or applicant’s solicitor or other duly authorised agent. If signing on behalf of the applicant, please state in what capacity:  Signature: |

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| --- | --- | --- | --- |
| Print Name: |  | | |
| Date: | *(dd/mm/yyyy)* | Capacity: |  |
| 21. For joint applications, signature of 2nd applicant, or 2nd applicant’s solicitor or other authorised agent. If signing on behalf of the applicant, please state in what capacity:  Signature: | | | |

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| Print Name: |  | | |
| Date: | *(dd/mm/yyyy)* | Capacity: |  |
| *[Where there are more than two applicants, please use an additional sheet clearly marked “Signature(s) of further applicant(s)”. The sheet should include all the information requested in paragraphs 20 and 21.]*  *[Where the application is to be submitted in an electronic form, the signature should be generated electronically and should be a copy of the person’s written signature.].* | | | |

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| **Part 8 – Contact Details** |
| 22(a) Please give the name of a person who can be contacted about the application: |
| 22(b) Please give one or more telephone numbers at which the person identified in question 22(a) can be contacted: |
| 23. Postal address for correspondence associated with this application: |
| Postcode: |
| 24. If you are happy for correspondence in relation to your application to be sent via e-mail, please give the e-mail address to which you would like correspondence to be sent: |
| Southampton City Council is collecting this information in order to perform this service or function, and if further information is needed in order to do so, you may be contacted using the details provided.  In performing this service, the Council may be required to share your information with other organisations or departments, but it will only do so when it is necessary in order for the service to be provided.  The Council may also share your personal information for the purposes of the prevention, investigation, detection, or prosecution of criminal offences, but will not share your personal information, or use it for this, or any other purpose, unless provided for by law.  More detailed information about the Council’s handling of your personal data can be found in its privacy policy, available online (<http://www.southampton.gov.uk/privacy>), or on request. |