

## APPLICATION FOR THE CONVERSION OR NEW GRANT / CHANGE OF NAME OF AN UNLICENSED FAMILY ENTERTAINMENT CENTRE GAMING MACHINE PERMIT

(FOR USE BY OCCUPIERS / PROPOSED OCCUPIERS OF PREMISES INTENDED TO BE USED BY THE APPLICANT AS UNLICENSED FAMILY ENTERTAINMENT CENTRES)

<b>A. TYPE OF APPLICATION</b>	
<b>CONVERSION</b> of existing Section 34 permit (Gaming Act 1968) into an uFEC gaming machine permit	<input type="checkbox"/> <span style="float: right;"><b>complete sections B. &amp; C</b></span>
<b>NEW GRANT</b> of an uFEC gaming machine permit	<input type="checkbox"/> <span style="float: right;"><b>complete sections B. &amp; C</b></span>
<b>CHANGE OF NAME</b> on the permit due to the existing permit holder's change of name	<input type="checkbox"/> <span style="float: right;"><b>complete sections B. &amp; D</b></span>
<b>B. GENERAL DETAILS</b>	
<b>Premise</b>	
Address of Premise	
Postcode	
<b>Applicant</b>	
Address of Applicant	
Postcode	
Telephone no.	
Email address	
<b>Agent</b>	
Address of agent	
Postcode	
Telephone no.	
Email address	

<b>C. APPLICATION FOR GRANT</b> includes both new and conversions	
Existing Section 34 permit issued under the Gaming Act 1968	please enclose <input type="checkbox"/>
Does a Premise Licence issued under the Gambling Act 2005 exist	if so please give licence number _____
<b>D. CHANGE OF NAME</b>	
Name on existing Permit	
Permit no.	
New name required on Permit	
Reason for change of name (see guidance notes)	

I enclose the fee of £\_\_\_\_:\_\_\_\_(cheques should be made payable to Shepway District Council)  
I confirm that I occupy / propose to occupy the premises to which this application relates.  
I confirm that I am 18 years of age or older.

**Date:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

Please note:

*It is an offence under section 342 of the Gambling Act 2005 if a person, without reasonable excuse, gives to a licensing authority for a purpose connected with that Act information which is false or misleading*

**Guidance notes:**

1. This form is to be used for an application for a grant (or to request a change of name) of a unlicensed family entertainment centre gaming machine permit under the Gambling Act 2005 Section 247 and Schedule 10. **This form can be used for both new applications and for applications to convert an existing Section 34 permit** under the Gaming Act 1968 in accordance with the Gambling Act 2005 Statutory Instrument 2006 / 3272.
2. An unlicensed family entertainment centre is entitled to provide an unlimited number of category D gaming machines available for use on the premises. Category C (adult) gaming machines **CANNOT** be made available for use and thus there will be no 'designated adult areas' required at the premises.
3. The permit's duration is 10 years. A renewal application must be made 2-6 months before the expiry date of the permit (Schedule 10 paragraph 18 Gambling Act 2005).
4. The **fee** for a **new** application for grant is **£300**. The **fee** for the **conversion** of an existing Section 34 Gaming Act 1968 permit is **£100**. The **fee** for a **change of name** is **£25**.
5. Applicants should be aware that this Licensing Authority has published a 'Statement of Principles' under Schedule 10 paragraph of the Gambling Act 2005. The Statement of Principles is available via this authority's website or via a request made to the contact details provided at the top of this form.
6. This licensing authority must notify the applicant of its grant / refusal of the application for a permit as soon as is reasonably practicable after that decision to grant / refuse has been made.
7. If an application has been made to convert an existing Section 34 Gaming Act 1968 permit before 31 July 2007, then the applicant can assume that, even where a decision has not been formally made by this licensing authority, his/her application is to be treated as granted from 1 September 2007. Following this, a permit must be provided by this authority as soon as reasonably practicable.
8. These permits cannot be transferred. Change of name is only permitted where the permit holder changes his / her name or wishes to be known by another name (Schedule 10 paragraph 11(2)).

Please return to Licensing Team  
Shepway District Council, Civic Centre, Castle Hill Avenue, Folkestone, Kent CT20 2QY