Part 1 - Type of premises licence applied for

Tel: 020 7926 6108 Fax: 020 7926 6150

Email: licensing@lambeth.gov.uk
Web: www.lambeth.gov.uk/licensing



Application for a premises licence under the Gambling Act 2005 (standard form)

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 or application.

Regional Casino	Large Casino	Small Casino
Bingo	☐ Adult Gaming Centre	☐ Family Entertainment Centre
☐ Betting (Track)	Betting (Other)	
Do you hold a provisiona	al statement in respect of the premis	ses?
	ease give the unique reference num irst page of the statement):	nber for the provisional statement (as
Part 2 – Applicant Deta	ails	
	please fill in Section A. If the applica company or partnership), please fill i	
Section A Individual applicant		
1. Title: Mr	☐ Mrs ☐ Miss ☐ Ms	Dr Other (please specify)
2. Surname:		
Other name(s):		
	ne applicant's operating licence or, if the polication for an operating licence]	e applicant does not hold an operating
3. Applicant's address		☐ Home ☐ Business
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 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 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.	
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	10. Proposed trading name to be used at the premises (if known):
Postcode:	10. Proposed trading name to be used at the premises (if known):

12 Toloph					
12. Telepri	one number at pre	emises (if known):			
example, a	a shopping centre	ly a part of a building, or office block). The por(s) on which the p	description should in		
14(a) Are t area?	he premises situa	ted in more than one	licensing authority	☐ Yes	☐ No
	se area the premi	ion 14(a) is yes, pleas ses are partly located			
Part 4 – Ti	mes of operation	า			
		sing authority to excluses may be used for lo		☐ Yes	☐ No
[Where the	rwise be the case	? mises licence is not sul			
[Where the conditions, and the conditions]	erwise be the case relevant kind of pre- the answer to this q e answer to questi	? mises licence is not sul	bject to any default se complete the table		cate the times
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Part 5 - Miscellaneous

17. Proposed commencement date for licence: (dd/mm/yyyy) (leave blank if you want the licence to commence as soon as it is issued)

	e application relate to premises which are part of a sporting venue which already has a premises licence	e? Yes	No
	swer to question 18(a) is yes, please confirm by tick to vary the main track premises licence has been su		
issued by this I	nold any other premises licences that have been icensing authority?	Yes	No
19(b). If the an	swer to question 19(a) is yes, please provide full de	talis:	
20. Please set	out any other matters which you consider to be rele	vant to your applica	tion:
Part 6 - Decla	rations and Checklist (Please tick)		
this application	hat, to the best of my/ our knowledge, the information is true. I/ We understand that it is an offence under Act 2005 to give information which is false or mislear application.	section 342 of	
	application. hat the applicant(s) have the right to occupy the prei	mises.	
Checklist:			
 Payme 	nt of the appropriate fee has been made/is enclosed	j	
A plan	of the premises is enclosed		
	nderstand that if the above requirements are not contion may be rejected	nplied with the	
	nderstand that it is now necessary to advertise the a e appropriate notice to the responsible authorities	pplication and	
Part 7 – Signa			
•	of applicant or applicant's solicitor or other duly authors, please state in what capacity:	orised agent. If sign	ing on behalf
Signature:			
Print Name:			
Date:	(dd/mm/vvvv) Capacity:		

	oplications, signature of 2 nd applicant g on behalf of the applicant, please s	t or 2 nd applicant's solicitor or other authorised state in what capacity:
Signature:		
Print Name:		
Date:	(dd/mm/yyyy)	Capacity:
		an additional sheet clearly marked "Signature(s) of nformation requested in paragraphs 21 and 22.]
	ication is to be submitted in an electroni ad should be a copy of the person's writt	ic form, the signature should be generated ten signature.]
Part 8 – Conta		a contacted about the application.
23(a) Please g	ive the name of a person who can b	e contacted about the application:
23(b) Please g		at which the person identified in question 13(a)
24. Postal add	ress for correspondence associated	with this application:
Postcode:		
	nappy for correspondence in relation address to which you would like cor	to your application to be sent via e-mail, please rrespondence to be sent:



Tel: 020 7926 6108 Fax: 020 7926 6150

Email: licensing@lambeth.gov.uk
Web: www.lambeth.gov.uk/licensing



Guidance for applicants: Applying for a premises licence under the Gambling Act 2005

Under the Gambling Act 2005, any individual, business or organisation wishing to operate premisesbased betting and gambling activities within the London Borough of Lambeth must be authorised to do so by the local licensing authority. An appropriate Premises Licence, issued by the authority, must be held in respect of any premises where higher-value gambling activities are occurring, or may occur.

The licensing authority is also responsible for issuing permits for the use of gaming machines in members clubs, alcohol-licensed premises, and certain other types of premises, in addition to prize gaming permits and society lottery registrations.

The principles that we will apply in exercising our functions are set out in our 'Statement of Principles', which can be viewed on our website, at www.lambeth.gov.uk. Alternatively, a paper copy can be requested, either by phone (020 7926 6108) or by email (licensing@lambeth.gov.uk).

Types of Premises Licence

The Act makes provision for a total of five types of Premises Licence:

- Casino Premises Licences
- Bingo Premises Licences
- Betting Premises Licences (for track premises (e.g. sports grounds), or for other types of premises)
- Adult Gaming Centre (AGC) Premises Licences
- Family Entertainment Centre (FEC) Premises Licences

Lambeth has adopted a 'no-casino' policy, and will not issue any Casino Premises Licences for premises within the Borough. The remainder of this document will not detail the specific legislative provisions relating to Casino Premises Licences.

Licensing objectives

When exercising any of its functions, the Licensing Authority will take into consideration three objectives, which underpin the new legislation:

- Preventing gambling from being a source of crime & disorder, or being used to support crime;
- Ensuring that gambling is conducted in a fair and open way; and
- Protecting children and other vulnerable people from being harmed or exploited by gambling.

We will also have regard to any guidance or codes of practice that may have been issued by the national regulator, the Gambling Commission. Any such documents will be made available on their website, www.gamblingcommission.gov.uk.

Operating Licences & Personal Licences

Before any application can be made for a Premises Licence, an application for a relevant Operating Licence must have been submitted to the Gambling Commission. Further details on Operating Licences and Personal Licences are available direct from the Gambling Commission, on 0121 230 6666, or through their website, www.gamblingcommission.gov.uk. Please note that no Premises Licence will be granted before an appropriate Operating Licence is confirmed as granted.

How to apply

Application forms are available for download from our website, at www.lambeth.gov.uk/licensing, or can be requested on 020 7926 6108 or by email to licensing@lambeth.gov.uk. There are separate application forms for fixed premises and vessels. Please ensure that you have the appropriate application form before beginning to complete it.

Your application for a Premises Licence should be accompanied by:

- A scale plan of the premises
- The appropriate application fee (detailed below)

The completed application form and all of the accompanying documents should be sent to the Licensing Section, at the address given at the end of these notes.

Consultation

Consultation on variation applications consists of 3 steps:

- Notice of the application is to be displayed at the relevant premises;
- Notice of the application is to be published in a local newspaper;
- Notice of the application is to be given to all of the Responsible Authorities.

The purpose of this is to inform both Responsible Authorities (statutory, regulatory bodies) and Interested Parties (people living near your premises, people with business interests likely to be affected, or representatives of either of these) that an application has been made, and allow them to inspect the application and comment upon it. Representations from either Responsible Authorities or Interested Parties will be accepted during the period of 28 days starting from when your application is made.

A template for the newspaper and premises notices is located towards the rear of these notes.

The completed notice is to be published in a local newspaper distributed in the area, on at least one occasion within 10 working days after making the application, and displayed at the premises (positioned so it can be conveniently read from the exterior of the premises) for at least 28 consecutive days after making the application.

Templates for the Responsible Authority notice are located towards the rear of these notes. Use Form A if only one individual or company is making the application. Use Form B if the application is being made jointly by two or more individuals and/or companies.

A copy of the completed notice should be sent (at the same time as you make your application to the licensing authority) to each of the Responsible Authorities. Their contact addresses are listed at the rear of these notes.

Failing to properly notify the Responsible Authorities or advertise your application will delay the determination of it.

Application Fees

The application fee is dependent on the type of premises licence you are applying for. All Premises Licence fees are set by the local licensing authority, up to a maximum amount prescribed by regulations. A list of the application fees set by the London Borough of Lambeth can be obtained from the Gambling Act 2005 section of our website, using the following link:

http://www.lambeth.gov.uk/Services/Business/LicencesStreetTrading/GamblingAct2005.htm

Alternatively, to find out an appropriate fee, please contact a member of staff within the Licensing Section, by telephone on 020 7926 6108, or by email to licensing@lambeth.gov.uk. In all cases, payment should be made payable to the 'London Borough of Lambeth'.

Plans

All applications for a Premises Licence must be accompanied by a scale drawing of the premises concerned, which includes the following features:

- the boundary or perimeter of the premises;
- the location of any internal or external walls forming part of the licensed premises;
- where the premises are a vessel or a part of a vessel, the location of any part of the sides of the vessel, and of any internal walls of the vessel, which are included in the premises; and
- the location of each point of entry to and exit from the premises, including in each case a description of the place from which entry is made or to which the exit leads.

Depending on the type of application, the following matters must also be shown:

- For Bingo premises (to which children or young persons will be permitted to have access):
 - the location and extent of any part of the premises which will be used to provide facilities for gaming;
 - the location and extent of any part of the premises in which Category B or C gaming machines will be made available for use in reliance on the licence;
 - the nature and location of any barrier or other thing separating any part of the premises in which Category B or C gaming machines will be made available for use from any other part of the premises.
- For Adult Gaming Centre premises:
 - the location and extent of any part of the premises in which gaming machines will be made available for use.
- For Family Entertainment Centre premises:
 - the location and extent of any part of the premises in which Category C gaming machines will be made available for use;
 - the location and extent of any part of the premises in which Category D gaming machines will be made available for use; and
 - the nature and location of any barrier or other thing separating any part of the premises in which Category C gaming machines will be made available for use from any other part of the premises.
- For Betting premises (not tracks):
 - the location and extent of any part of the premises which will be used to provide facilities for gambling.
- For Betting premises (tracks)
 - the location and extent of any part of the premises which is a 'five times betting rule area' (any part of the premises to which, in accordance with conditions attached under s167 of the Act, the charge for admission payable by betting operators may not exceed five times the charge paid by members of the public);
 - the location and extent of any other parts of the premises which will be used for providing facilities for betting;
 - the location and extent of any part of the premises in which Category B or C gaming machines will be made available for use;
 - the nature and location of any barrier or other thing separating any part of the premises in which Category B or C gaming machines will be made available for use from any other part of the premises.

Conditions

Every Premises licence granted by the authority will be subject to conditions, which will fall into one of three categories:

- Mandatory defined nationally by Regulations may not be removed from licence, unless further Regulations are made by the Secretary of State;
- **Default** defined nationally by Regulations you may request that these are excluded when you make your initial application (or later, by applying to vary your Premises licence);
- Locally set by the Licensing Authority will be imposed on a case-by-case basis in response to a specific issue affecting the individual premises, possibly following the receipt of a representation.

Details of the current mandatory and default conditions are available on request from the Licensing Section.

Mandatory conditions may not be removed from a licence, except through the amendment of relevant Regulations by the Secretary of State.

In your application, you may request that a default condition is excluded from your licence. This will form part of the consultation, and will require your application to be considered at a public hearing by the Licensing Sub-Committee.

Where conditions are excluded from the licence, the authority may, if it considers it appropriate, replace those conditions with new conditions which recreate some or all of the effect of the removed conditions. The applicant will be given chance to make representation if it is proposed to do so.

Gaming machine entitlements

In addition to permitting specific types of gambling activity, Premises Licences also allow a number of gaming machines to be operated within the licensed premises. Under the Act, gaming machines are divided into categories, dependent on their maximum stake and prize amounts, and where they may be provided.

Categorisation of machines and entitlements for individual premises are subject to periodic change – please see our website for details of the current limitations.

Category B and C gaming machines may only be operated by persons over the age of 18. Where these machines are permitted to be provided in premises to which under-18's may access, it will generally be required that they are only made available in segregated areas to which children are not permitted.

Licence duration

If your application is successful, a licence will be granted, which will usually be valid for the lifetime of the business. However, the licence can cease to have effect if it is surrendered, revoked by the authority, or lapses under a provision of the Act, such as if the holder becomes insolvent or dies.

Annual fee

An annual fee will be payable to the licensing authority to maintain the licence, and in most cases, the first annual fee will be payable 30 days after the licence takes effect, and then yearly on the anniversary of the grant of the licence thereafter.

Further information and assistance

If you require any further information regarding gambling premises licences, or assistance in completing your application, please contact the Licensing Section using the details given below:

By Post Licensing, 3rd Floor, Civic Centre, 6 Brixton Hill, London SW2 1EG

In Person By appointment only at the above address – we are open 9:00am - 5:00pm Monday - Friday

By Phone 020 7926 6108 By Email licensing@lambeth.gov.uk
By Fax 020 7926 6150 Website www.lambeth.gov.uk/licensing

Consultation form templates

1. Newspaper and premises statutory notice template

To be published in a local newspaper on at least one occasion, within a period of 10 working days
starting on the day after the application is made, and displayed at the premises for a period of 28
consecutive days, starting on the day on which the application is made, and positioned so as to be
easily visible from outside the premises.

- 2. Notice of application to responsible authorities
 - a. Form A (where the application is made by a single applicant)
 - b. Form B (where the application is made by joint applicants)
- 3. Contact details for responsible authorities

Tel: 020 7926 6108 Fax: 020 7926 6150

Email: licensing@lambeth.gov.uk
Web: www.lambeth.gov.uk/licensing



Newspaper and premises statutory notice template

	PPLICATION FOR A PREMISES LI DER THE GAMBLING ACT 2005	CENCE
Notice is hereby given that:		
	[Give the full name(s) of the applicant(s)]	
of the following address:		
is/ are applying for a		[Insert kind of premises licence being applied for]
premises licence under section	159 of the Gambling Act 2005.	
The application relates to the following premises:		
_	[Give the trading name to be used at the premises, and premises (or, if none, give a description of the premises	
The application has been made	e to: Licensing Section, London Boroug 6th Floor, International House, Ca London SW9 7QE (www.lambeth.g	nterbury Crescent,
Information about the application arrangements for viewing the control of the con	on is available from the licensing authority, incl details of the application.	uding the
Any of the following persons m the application:	ay make representations in writing to the licens	sing authority about
 A person who lives suff authorised activities 	iciently close to the premises to be likely to be	affected by the
·	ness interests that might be affected by the aut	
A person who represen	its someone in any of the above two categories	S.
Any representations must be m	nade by the following date:	
	n 342 of the Gambling Act 2005 if a person, authority for a purpose connected with that	

Tel: 020 7926 6108 Fax: 020 7926 6150

Email: licensing@lambeth.gov.uk Web: www.lambeth.gov.uk/licensing



NOTICE OF APPLICATION FOR A PREMISES LICENCE (FORM A)

For use by a single applicant, as Notice of Application to Responsible Authorities Joint applicants should use Form B instead

This notice is issued in a	accordance with regulations made under section 160 of the Gambling Act 2005.	
Notice is hereby given that:		
[Give the full name	of the applicant as set out in Part 2 of the application for a premises licen	nce]
of the following address:		
F	Postcode:	
[Give the full address	of the applicant as set out in Part 2 of the application for a premises licen	ice]
the number of whose operating	licence is	
or who applied for an operating	licence on	
(as set out in the	appropriate. Insert the reference number of the applicant's operating licence operating licence). Where an application for an operating licence is in ocess of being made, indicate the date on which the application was made.	the
has made an application for a	premises licence.	
	[Insert here the kind of premises licence being applied for]	
The application relates to the following premises:		
[Give the	e trading name to be used at the premises, and the address of the premi (or, if none, give a description of the premises and their locatio	
The application for a premises li	icence has been made to the following licensing authority:	
6th Floor, Internation	London Borough of Lambeth Licensing Section ional House, Canterbury Crescent, London, SW9 7QE	
•		

Tel: **020 7926 6108**Email: **licensing@lambeth.gov.uk**Website: **www.lambeth.gov.uk/licensing**

Information about the application is available from the licensing authority, including the arrangements for viewing the details of the application.
The following person connected with the applicant is able to give further information about the application:
[This entry is optional and is to be included if the applicant wishes to provide the name, telephone number and (if available) e-mail address of a person connected with the applicant who is able to answer questions and provide further information about the application.]
Any representations under section 161 of the Gambling Act 2005 must be made no later than the following date:
[Please insert last day on which representations may be made in relation to the application. The period for making representations is 28 days (inclusive) starting with the day on which the application for the premises
licence was made to the licensing authority.]
N.P. A capy of this form should be cent to each of the Desponsible Authorities, at the same time as you

N.B. A copy of this form should be sent to each of the Responsible Authorities, at the same time as you send the application to the licensing authority. Contact details are provided in the guidance notes to the application form.

licence was made to the licensing authority.]

Tel: 020 7926 6108 Fax: 020 7926 6150

Email: licensing@lambeth.gov.uk Web: www.lambeth.gov.uk/licensing



NOTICE OF APPLICATION FOR A PREMISES LICENCE (FORM B)

For use by joint applicants, as Notice of Application to Responsible Authorities Single applicants should use Form A instead

	with regulations made under section 160 of the bling Act 2005.
Notice is hereby given that the persons or or	ganisations whose details are given in the Schedule to
this notice have made an application for a:	premises licence.
	[Insert here the kind of premises licence being applied for]
The application relates to the following premises:	
	to be used at the premises, and the address of the premises none, give a description of the premises and their location).]
The application for a premises licence has be	en made to the following licensing authority:
_	of Lambeth, Licensing Section e, 6 Brixton Hill, London, SW2 1EG.
Tel: Email: licensing@lambeth.gov.uk	020 7926 6108 Website: www.lambeth.gov.uk/licensing
Information about the application is available arrangements for viewing the details of the application is available.	
The following person connected with the applacement application:	licant is able to give further information about the
	applicant wishes to provide the name, telephone number nected with the applicant who is able to answer questions tion.]
Any representations under section 161 of than the following date:	the Gambling Act 2005 must be made no later
	may be made in relation to the application. The period for tring with the day on which the application for the premises

[Give the full name of the applicant as set application for a premises licence if more Address of 1st Applicant: Postcode: [Give the full address of the applicant as set out in Part 2 of the application for a The number of the operating licence held by 1st Applicant is: The 1st Applicant applied for an operating licence on: [Complete as appropriate. Insert the reference number of the applicant (as set out in the operating licence). Where an application for an operating process of being made, indicate the date on which the applicant in the operating licence in the date on which the applicant process of being made, indicate the date on which the applicant is application for an operating licence).	than one applicant]
Postcode: [Give the full address of the applicant as set out in Part 2 of the application for a set out in Part 2 of the application for a set out in Part 2 of the application for a set out in Part 2 of the application for a set out in Part 2 of the application for a set out in Part 2 of the application for a set out in the operating licence on: [Complete as appropriate. Insert the reference number of the applicant (as set out in the operating licence). Where an application for an operating licence.	
[Give the full address of the applicant as set out in Part 2 of the application for a The number of the operating licence held by 1 st Applicant is: The 1 st Applicant applied for an operating licence on: [Complete as appropriate. Insert the reference number of the applicant (as set out in the operating licence). Where an application for an operating licence of the application for an operating licence.	
[Give the full address of the applicant as set out in Part 2 of the application for a The number of the operating licence held by 1 st Applicant is: The 1 st Applicant applied for an operating licence on: [Complete as appropriate. Insert the reference number of the applicant (as set out in the operating licence). Where an application for an operating licence of the application for an operating licence.	
The number of the operating licence held by 1 st Applicant is: The 1 st Applicant applied for an operating licence on: [Complete as appropriate. Insert the reference number of the applicant (as set out in the operating licence). Where an application for an operating licence.	
The 1 st Applicant applied for an operating licence on: [Complete as appropriate. Insert the reference number of the applicant (as set out in the operating licence). Where an application for an operating licence.	
[Complete as appropriate. Insert the reference number of the applicant (as set out in the operating licence). Where an application for an operation	January Cont. P
(as set out in the operating licence). Where an application for an operation	·
	ting licence is in the
Name of 2 nd Applicant:	
[Give the full name of the applicant as sea	
Address of 2 nd Applicant:	
Postcode:	
[Give the full address of the applicant as set out in Part 2 of the application for a	premises licence]
The number of the operating licence held by 2 nd Applicant is:	
The 2 nd Applicant applied for an operating licence on:	

Schedule of Applicants

[Where there are more than two applicants, also give the same information for the other applicants.]

N.B. A copy of this form should be sent to each of the Responsible Authorities, at the same time as you send your application to the licensing authority. Contact details are provided in the guidance notes to the application form.

Tel: 020 7926 6108 Fax: 020 7926 6150

Email: licensing@lambeth.gov.uk
Web: www.lambeth.gov.uk/licensing



Contact details for Responsible Authorities (from July 2011)

Gambling Act 2005

Gambling Commission

Victoria Square House Victoria Square Birmingham

B2 4BP

Tel: 0121 230 6666

Email: info@gamblingcommission.gov.uk

Metropolitan Police Lambeth Licensing Unit

Civic Centre 6 Brixton Hill London SW2 1EG

Tel: 020 8649 2089

Email: Licensing-LX@met.police.uk

London Fire Brigade

Fire Safety Regulation: South East Area 3

169 Union Street

London SE1 0LL

Tel: 020 8555 1200 ext 37630 Email: firesafetyregulationSW@london-

fire.gov.uk

HM Revenues & Customs

National Registration Unit

Portcullis House 21 India Street Glasgow G2 4PZ

Tel: 0141 555 3633

Email: nrubetting&gaming@hmrc.gsi.gov.uk

Community Protection (Noise & Pollution)

London Borough of Lambeth 3th Floor, International House Canterbury Crescent, London SW9 7QE

Tel: 020 7926 6111

Email: noise@lambeth.gov.uk

Town Planning Civic Centre 6 Brixton Hill London

SW2 1EG

departments

-ambeth Council

Tel: 020 7926 1180

Email: tpac@lambeth.gov.uk

Health & Safety

London Borough of Lambeth

Civic Centre 6 Brixton Hill London SW2 1EG

Tel: 020 7926 6109

Email: foodhealthandsafety@lambeth.gov.uk

Children & Young People's Service London Borough of Lambeth Civic

Centre 6 Brixton Hill London, SW2 1EG

Tel: 020 7926 5555

Email: cypsdirectory@lambeth.gov.uk

Additional authorities for vessels only

Port of London Authority

London River House Royal Pier Road Gravesend

Kent DA12 2BG

Tel: 01474 562200

Environment Agency

PO Box 544, Rotherham, S60 1BY

British Waterways Board

1 Sheldon Square, London, W2 6TT

Secretary of State for Culture, Media & Sport

2-4 Cockspur Street, London, SW1Y 5DH