



# **CASTLEREAGH BOROUGH COUNCIL**

## **THE BETTING, GAMING, LOTTERIES AND AMUSEMENTS (NI) ORDER 1985**

### **APPLICATION FOR AMUSEMENT/PLEASURE PERMIT**

#### ***APPLICATION***

I/We hereby make application to Castlereagh Borough Council under the provisions of the above Order for the **grant/provisional grant/renewal** of an Amusement Permit authorising gaming by means of gaming machines in respect of the premises as detailed at **2)** below. **(See notes 1, 2, 3, 4 & 5 in Instructions & Notes section)**

The premises for which an Amusement Permit will be sought will be;  
*(Delete either (a) or (b) and (c) or (d) whichever is not applicable).*

- **(a)** Premises used wholly or mainly for the provision of amusements by means of gaming machines;
- **(b)** Premises used wholly or mainly for the purposes of a pleasure fair consisting wholly or mainly of amusements;
- **(c)** Premises used for the provision of gaming machines with a maximum all cash prize of £25 as defined by Article 108(1)(ca);
- **(d)** Premises used for the provision of gaming machines with a maximum all cash prize of £8 as defined by Article 108(1)(c);

#### ***INFORMATION REQUIREMENTS (IN BLOCK CAPITALS PLEASE)***

**1) Full Name and Residential Address of Applicant (ie The Occupier of the Premises for which the Amusement Permit is sought) (See Notes 6, 7, 8, 9, 10, 12 & 13)**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Date of birth: \_\_\_\_\_

**2) Address of Premises for which Permit is sought:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**3) Full Name and Address of Owner of Premises  
(if different from Applicant/Occupier) (See Note 10)**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

**4) (a) Type of Premises:** \_\_\_\_\_

\_\_\_\_\_

continued overleaf....

5) (a) Number of Machines applied for:

GAMING

OTHER

(b) Proposed Days and Hours of Opening:

---

---

---

6) Is there a valid Fire Certificate in force in respect of the premises  
If YES give date on which it was granted:

YES / NO

---

7) If you intend to manage the business for some other persons benefit, give their full name, residential address and date of birth: (See Note 11)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_

**IMPORTANT: - PLEASE SIGN AND DATE THE DECLARATION BELOW**

**DECLARATION:**

I declare that all the information given by me in this form is correct in every respect.

**SIGNATURE OF APPLICANT:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**INSTRUCTIONS AND NOTES**

1. The application and **2 copies of the Plans** shall be submitted with **a fee of £32.00 in the case of an application made under Article 108(1)(c)** for £8 maximum payout gaming machines, **or £250.00 in the case of an application made under Article 108(1)(ca)** for £25 maximum payout gaming machines. Where both types of gaming machines are to be used on the premises subject to compliance with the conditions then the higher fee will be applicable. When issued permits are valid for 1 year.
2. Applications should be sent to the **Chief Executive, Castlereagh Borough Council, Civic & Administrative Offices, Bradford Court, Upper Galwally, CASTLEREAGH, BT8 6RB.**
3. Plans are not required for Renewal Applications where the Premises have not been or will not be altered in any way subsequent to the Grant of a Permit.

4. **It is the duty of the applicant to obtain** any relevant planning permission regarding change of use of the premises involved should this be required and also to seek Building Control approval for any alterations required to facilitate the type of amusement permit applied for. Applicants must also be aware that as premises holding an amusement permit must already be in possession of a fire certificate, it is the responsibility of the applicant to notify the Fire Brigade of any proposed changes to the premises and obtain their approval and an amended fire certificate if required.

**Please note that the Council shall refuse an application if there is not in force a Fire Certificate in respect of the premises or a valid amended Fire Certificate where alterations have been made to the premises.**

5. Plans and Sections shall be to a scale of not less than 1:100. Please also include a Location Plan of not less than 1:1250. **Note:** Plans are not required for renewal of an Amusement Permit unless alterations have taken place.
6. An application for a Permit shall be made by the person who is or proposes to be the occupier of the Premises for which the Permit is sought and, if granted or renewed, such person shall be the Permit Holder.
7. The Applicant shall serve a copy of this Application upon the District Commander of the Police Service of Northern Ireland (PSNI) District Command Unit in which the Premises are situated.
8. An application for the **grant** of an Amusement Permit shall, not later than 7 days after the date of application, **give public notice of the application by publishing an advertisement in any newspaper including local or community telegraph type newspapers where these are circulated in the locality of the premises to which the application applies** and a copy of the advertisement shall be supplied to the Council.
9. The Applicant shall state his/her full forenames, surname and residential address or, if a body corporate, the title of the body, and the address of its registered or principal office.
10. If different from the Applicant, the full forenames, surnames and residential address of the Owner of the Premises or, if a body corporate, the title of the body and the address of its registered or principal office shall also be stated.
11. In considering the fitness of a person to hold an Amusement Permit, the Council shall have regard to the character, reputation and financial standing of the applicant and of any other person by whom the business would be managed or for whose benefit the business would be carried on.
12. In considering the fitness of a body corporate to hold an Amusement Permit, the Council shall also have regard to the character, reputation and financial standing of the Directors of the body corporate and any other persons who have executive control of it and who have a financial interest in it, as if the Permit were, or were proposed to be held by them jointly.
13. In view of the requirements of points 11 and 12 above, the Applicant must provide the Council with a statement from their bank manager with regard to their financial standing and **this should accompany the application.**
14. In order to have regard to the character and reputation of persons referred to in points 11 and 12 above, the Council will be consulting with the PSNI.

**FOR OFFICE USE ONLY**

<b>A / Permit Ref No:</b>	
<b>Date Application Received:</b>	
<b>Date copy of plans received</b>	
<b>Level of fee Paid:</b>	
<b>Receipt No:</b>	
<b>Date Financial Standing Letter Requested and Received:</b>	Requested: Received:
<b>Date Letter sent to PSNI ref character &amp; reputation:</b>	
<b>Date Reply received from PSNI:</b>	
<b>Objections</b>	YES / NO
<b>Fire Certificate held:</b>	YES / NO
<b>Fire Certificate No. Or, Date of letter of intent from NIFB:</b>	
<b>Newspaper notice placed &amp; received by Council (Applicable for GRANT of permit only)</b>	Date Notice Placed: Date copy of notice received:
<b>Any objections received within statutory period following publication of notice: (Applicable for GRANT of permit only)</b>	Yes / No Date received (if applicable)
<b>Date of report and recommendation to Technical Services Committee meeting:</b>	
<b>Date on which notice of possible intention to refuse the grant or renewal of Permit sent to applicant (if applicable):</b>	
<b>Date of grant, renewal, provisional grant being declared final or refusal by Council:</b>	
<b>Date Permit issued:</b>	
<b>Date of notification to applicant in the event of a refusal to grant or renew Permit</b>	