

APPLICATION FOR A CLASS C LICENCE

If insufficient space is available for responses please attach additional information

SECTION 1 - Details of Applicant A person can apply if the person is a club and does not already hold a Gaming Machine Licence.		
Name of applicants legal entity (enter text)		
ACN or Association No:	ABN:	
Address of applicant's Registered Office (enter text)		
Postal address (enter text)		
Contact Person (enter text)	Telephone (enter text)	Facsimile (enter text)
Email Address (enter text)		

SECTION 2 - Details of Company Directors and Influential Persons For definition of Influential Person see s8 of the <i>Gaming Machine Act 2004</i> .		
Name	Date of birth	Relationship to applicant
Address		

Name	Date of birth	Relationship to applicant
Address		

Name	Date of birth	Relationship to applicant
Address		

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SECTION 2 - Details of Company Directors and Influential Persons Cont.....

Name	Date of birth	Relationship to applicant
Address		

Name	Date of birth	Relationship to applicant
Address		

Name	Date of birth	Relationship to applicant
Address		

Name	Date of birth	Relationship to applicant
Address		

SECTION 3 - Documents that must accompany this application.

- A copy of the applicant's constitution.
- An alphabetical list of names and addresses of current members of the club, certified correct by the club secretary. These details may be supplied in an electronic format.
- A statement, signed by the secretary of the club, setting out the grounds on which it is claimed that the club is an eligible club (refer section 146 of the *Gaming Machine Act 2004*).
- Evidence that the majority of members of the club voted in a ballot conducted under the *Gaming Machine Regulation 2004* for the club to have gaming machines.
- Completed Statutory Declaration and Authorisation forms by the applicant and each director and influential person (attached).
- Details of any associated entities.
- Audited financial statements for the proposed new approval holder for the 3 financial years before the date the application is made or if the proposed new approval holder has not been operating for the 3 financial years before the application is made – audited financial statements for the proposed new approval holder for each of the financial years (if any) during which the proposed new approval holder has operated.
- Any contractual arrangement, or proposed contractual arrangement, relating to the use of the premises to which the application relates.

SECTION 4– To be completed by authorised representative of applicant.

I (print or type full name of applicant’s representative)

on behalf of the (print or type name of applicant)

do hereby declare that the information on this application form and the accompanying documentation is true and correct.

Signed

Position (print or type position held with applicant)

Date

SECTION 5– Important Information

- The prescribed fee must accompany this application.
- Please note that once this application is submitted to the ACT Gambling and Racing Commission the application fee is non-refundable.
- The prescribed fee is available on the Commission’s web site at www.gamblingandracing.act.gov.au
- Alternatively, you can contact the Commission on telephone number 02 6207 0359 for more information.
- Mail this completed application to:
 ACT Gambling and Racing Commission
 PO Box 214
 CIVIC SQUARE ACT 2608
 Fax: 6207 7390
 Email: gaming.operations@act.gov.au

GAMING REGULATION SECTION USE ONLY – APPLICANT NOT TO COMPLETE THIS PART

APPLICATION FEE PAID		YES	NO
AUTHORISED BY	DATE	YES	NO

SECTION 6 – Details of Payment.

Please indicate by ticking the appropriate box which of the following will be the method of payment:

- ☐ money order or cheque made payable to the ACT Gambling and Racing Commission; or
- ☐ credit card (Visa or Master Card). Please complete the required details in the area below.

Payment by Credit Card.

Card type – Select one check box below for your card type:

- ☐ Master Card; or
- ☐ Visa.

Card Number:

Expiry Date:

Amount:

Name on Card:

Signature

FINANCE SECTION USE ONLY – APPLICANT NOT TO COMPLETE THIS PART

Payment

Processed by: Date...../...../..... Receipt Number:
(Authorised Officer)

Commonwealth of Australia
STATUTORY DECLARATION
Statutory Declarations Act 1959

1 *Insert the name, address and occupation of person making the declaration*

I,¹

make the following declaration under the *Statutory Declarations Act 1959*:

2 *Set out matter declared to in numbered paragraphs*

²If you answer YES to any of the following questions, please provide details in the space provided.

1. Within the last 5 years have you been convicted or found guilty of any criminal or civil offence anywhere? ☐ YES ☐ NO
2. Within the last 5 years have you been bankrupt or insolvent? ☐ YES ☐ NO
3. Within the last five (5) years have you been involved in the management of a corporation when it became the subject of a winding up order or it had a controller or administrator appointed? ☐ YES ☐ NO
4. Within the last 12 months have you had an ACT Gaming Machine Licence or an ACT approval as a Supplier or Technician cancelled? ☐ YES ☐ NO
5. Within the last 12 months have you had an application for approval as an ACT Supplier or Technician refused on the basis that false or misleading information was provided? ☐ YES ☐ NO
6. (For Eligible Persons that are corporations) – Is, or has, the corporation been the subject of a winding-up order within the last 3 years? ☐ YES ☐ NO
7. (For Eligible Persons that are corporations) – Has the corporation had a controller or administrator appointed for the corporation in the last 3 years? ☐ YES ☐ NO
8. (For Eligible Persons that are corporations) – has the corporation been the subject of an auditor's opinion that it is not able to pay all its debts as and when they become due and payable? ☐ YES ☐ NO
9. (For Eligible Persons that are Corporations) – has the corporation been the subject of an auditor's adverse opinion or disclaimer of opinion, within the meaning of Auditing Standards ASA 705? ☐ YES ☐ NO

DETAILS:

I understand that a person who intentionally makes a false statement in a statutory declaration is guilty of an offence under section 11 of the *Statutory Declarations Act 1959*, and I believe that the statements in this declaration are true in every particular.

3 *Signature of person making the declaration*

3

4 *Place*
5 *Day*
6 *Month and year*

Declared at ⁴ on ⁵ of ⁶

Before me,

7 *Signature of person before whom the declaration is made (see over)*

7

8 *Full name, qualification and address of person before whom the declaration is made (in printed letters)*

8

Note 1 A person who intentionally makes a false statement in a statutory declaration is guilty of an offence, the punishment for which is imprisonment for a term of 4 years — see section 11 of the *Statutory Declarations Act 1959*.

Note 2 Chapter 2 of the Criminal Code applies to all offences against the Statutory Declarations Act

A statutory declaration under the *Statutory Declarations Act 1959* may be made before—

- (1) a person who is currently licensed or registered under a law to practise in one of the following occupations:

Chiropractor	Dentist	Legal practitioner
Medical practitioner	Nurse	Optometrist
Patent attorney	Pharmacist	Physiotherapist
Psychologist	Trade marks attorney	Veterinary surgeon
- (2) a person who is enrolled on the roll of the Supreme Court of a State or Territory, or the High Court of Australia, as a legal practitioner (however described); or
- (3) a person who is in the following list:
 - Agent of the Australian Postal Corporation who is in charge of an office supplying postal services to the public
 - Australian Consular Officer or Australian Diplomatic Officer (within the meaning of the *Consular Fees Act 1955*)
 - Bailiff
 - Bank officer with 5 or more continuous years of service
 - Building society officer with 5 or more years of continuous service
 - Chief executive officer of a Commonwealth court
 - Clerk of a court
 - Commissioner for Affidavits
 - Commissioner for Declarations
 - Credit union officer with 5 or more years of continuous service
 - Employee of the Australian Trade Commission who is:
 - (a) in a country or place outside Australia; and
 - (b) authorised under paragraph 3 (d) of the *Consular Fees Act 1955*; and
 - (c) exercising his or her function in that place
 - Employee of the Commonwealth who is:
 - (a) in a country or place outside Australia; and
 - (b) authorised under paragraph 3 (c) of the *Consular Fees Act 1955*; and
 - (c) exercising his or her function in that place
 - Fellow of the National Tax Accountants' Association
 - Finance company officer with 5 or more years of continuous service
 - Holder of a statutory office not specified in another item in this list
 - Judge of a court
 - Justice of the Peace
 - Magistrate
 - Marriage celebrant registered under Subdivision C of Division 1 of Part IV of the *Marriage Act 1961*
 - Master of a court
 - Member of Chartered Secretaries Australia
 - Member of Engineers Australia, other than at the grade of student
 - Member of the Association of Taxation and Management Accountants
 - Member of the Australasian Institute of Mining and Metallurgy
 - Member of the Australian Defence Force who is:
 - (a) an officer; or
 - (b) a non-commissioned officer within the meaning of the *Defence Force Discipline Act 1982* with 5 or more years of continuous service; or
 - (c) a warrant officer within the meaning of that Act
 - Member of the Institute of Chartered Accountants in Australia, the Australian Society of Certified Practising Accountants or the National Institute of Accountants
 - Member of:
 - (a) the Parliament of the Commonwealth; or
 - (b) the Parliament of a State; or
 - (c) a Territory legislature; or
 - (d) a local government authority of a State or Territory
 - Minister of religion registered under Subdivision A of Division 1 of Part IV of the *Marriage Act 1961*
 - Notary public
 - Permanent employee of the Australian Postal Corporation with 5 or more years of continuous service who is employed in an office supplying postal services to the public
 - Permanent employee of:
 - (a) the Commonwealth or a Commonwealth authority; or
 - (b) a State or Territory or a State or Territory authority; or
 - (c) a local government authority;
 with 5 or more years of continuous service who is not specified in another item in this list
 - Person before whom a statutory declaration may be made under the law of the State or Territory in which the declaration is made
 - Police officer
 - Registrar, or Deputy Registrar, of a court
 - Senior Executive Service employee of:
 - (a) the Commonwealth or a Commonwealth authority; or
 - (b) a State or Territory or a State or Territory authority
 - Sheriff
 - Sheriff's officer
 - Teacher employed on a full-time basis at a school or tertiary education institution

AUTHORISATION
IN RELATION TO AN ELIGIBLE PERSON UNDER THE *GAMING MACHINE ACT 2004*

To: All courts, probation departments, employers - current and previous, educational institutions, legal practitioners, banks, financial and other institutions, all agencies - Federal, State and Local, both foreign and domestic and to whomsoever else this authorisation may be duly presented.

From:

(print full name)

of:

(residential or registered address)

Date of Birth:

OR

A.C.N.:

I hereby authorise the ACT Gambling and Racing Commission ("the Commission") and the Australian Federal Police ("the Police") to conduct investigations into my background for the purpose of assessing my suitability as an influential person under the provisions of the *Gaming Machine Act 2004*.

I HEREBY AUTHORISE the Commission and the Police to access, inspect and obtain copies of:

- (a) any credit report, other report, legal or personal information derived from those reports that has any bearing on my credit worthiness, credit history, credit standing or credit capacity;
- (b) any loan information, cheque account records, savings deposit records, safe deposit box records, passbook records and bank statement sheets pertaining to me;
- (c) any records relating to investigations of my activities conducted by any State, Territory, Federal or overseas police force, crime investigation agencies, corporate regulatory agencies or any gaming or casino regulatory authorities;
- (d) any court records relating to any present or past civil or criminal court proceedings to which I am or was a party; and
- (e) any other document, record or correspondence pertaining to me.

You are HEREBY AUTHORISED to release to the Commission or the Police all the documents, reports, records and information requested by them.

One of the purposes for which this Authorisation has been given is to satisfy Section 18N(1) (ga(ii)) of the Commonwealth Privacy Act 1988 which provides that a credit provider may only disclose information when the individual concerned has provided written permission.

Signature of Person:

Date: