

**Charitable And Non-Profit Gaming Act 1999
(S.43)**

**Category 3
Gaming Licence
Application/Renewal**

PRIVACY STATEMENT

The Queensland Office of Gaming Regulation is collecting the information on this form to assess the suitability of the applicant for a Category 3 Gaming Licence Application/Renewal as required by Section 43 of the *Charitable and Non-Profit Gaming Act 1999*.

The Queensland Office of Gaming Regulation uses this information for administrative purposes only.

How do you apply for a Category 3 Gaming Licence?

Complete the attached application form and submit to the Queensland Office of Gaming Regulation along with the following requirements:

Requirements for a New Application or Renewal

- ◆ *Required Fee – Refer to Current Fees document on the Old Office of Gaming Regulation website: www.qogr.qld.gov.au*
- ◆ *A copy of the last audited balance sheet or financial affairs of the association.*
- ◆ *A copy of the association's current constitution/rules certified as a correct copy by the President/Chairperson or Secretary.*
 - ◆ *Constitutions are not required to be lodged for Parents & Citizens Associations or religious bodies holding Letters Patent under the Religious Educational and Charitable Institutions Act 1861 (repealed).*
 - ◆ *Constitutions are not required when renewing the licence.*
- ◆ *A business plan or submission including:*
 - ◆ *A sample of the proposed ticket;*
 - ◆ *Cost of tickets;*
 - ◆ *Number of tickets;*
 - ◆ *Details of how the charitable games will be conducted and how tickets will be managed to ensure to the greatest extent possible that anticipated ticket sales will be achieved;*
 - ◆ *List of prizes including estimated prize cost and retail value of each prize;*
Note, if there are incentive prizes, please include costs as an expense, not a prize cost;
 - ◆ *Estimated expenses and estimated gross proceeds;*
 - ◆ *Details of the method of draw to be used to determine the winners of the draw/s (e.g. marble, computer or other method). If using a marble method, include details of the marbles in each barrel. If you are intending to use a method of draw that has not been previously approved, please provide details.*
- ◆ *Insurance for certain prizes:*
An existing prize with a value of more than \$5,000 must be insured against loss or damage for an amount equal to its current valuation for the period from when tickets for the game go on sale to the day the prize is delivered to the winner.

Further Information Which May Be Required

Where an applicant has not conducted a category 3 game previously or the applicant's last category 3 games were unsuccessful (i.e. Achieved less than 85% of anticipated sales); or there is a large increase in gross proceeds in relation to previous games –

- ◆ The association may be required to lodge a bank guarantee for the value of the prizes and expenses of the games guaranteeing the delivery of the prizes and payment of expenses regardless of the outcome of the games.
- ◆ If the association is unable to provide a bank guarantee, the association may be required to provide an undertaking signed by each member of the association's executive/management committee that the prizes will be delivered and expenses paid irrespective of the outcome of the games.
- ◆ Please Note: Section 48 of the *Charitable and Non-Profit Gaming Act 1999* states
 - ◆ "The chief executive may investigate the applicant, or a management member of the applicant, to decide whether the applicant or management member is a suitable person to hold the licence.
 - ◆ The chief executive may investigate a business or executive associate of the applicant to decide whether the business or executive associate is a suitable person to be associated with the applicant's proposed operations under the licence."
- ◆ In conducting our investigations into the applications, criminal history checks may be conducted on applicants. Accordingly, members of the management committee may be required at the time of application or at some other time during the term of licence to complete an Authority for Release of Information.

Definition of Terms

Meaning of "game":	A "game" is a game, scheme or arrangement offering prizes, whether or not tickets are sold or distributed, in which the winners are decided— <ul style="list-style-type: none"> ◆ entirely or partly by chance; or ◆ by a competition or other activity having an outcome depending on chance, for example, a guessing competition.
Examples of games:	<ul style="list-style-type: none"> ◆ A calcutta sweep, an art union, a promotional game, bingo, lucky envelopes.
Meaning of a "category 3 game":	<ul style="list-style-type: none"> ◆ A "category 3 game" is a game, other than bingo, the gross proceeds of which are more than \$20 000. ◆ However, a promotional game or lucky envelopes is not a category 3 game.
Who may apply for a category 3 gaming licence?	An applicant for a category 3 gaming licence must be— <ul style="list-style-type: none"> ◆ An incorporated eligible association; or ◆ A parents and citizens association formed under the <i>Education (General Provisions) Act 1989</i>; or ◆ A registered political party under the <i>Electoral Act 1992</i>.
Meaning of "eligible association":	An "eligible association" is— <ul style="list-style-type: none"> ◆ an association formed and operated principally for a charitable, community, patriotic or sporting purpose or a similar purpose prescribed under a regulation; or ◆ an association formed and operated principally for an educational or religious purpose; or ◆ a parents and citizens association formed under the <i>Education (General Provisions) Act 1989</i>; or ◆ a registered political party under the <i>Electoral Act 1992</i>; or ◆ a constituent unit of an eligible association (e.g. branch, sub-branch).

Lodgement of application forms for Category 3 Gaming Licences:

All applications must be lodged at least 28 days prior to the proposed commencement date of the game/s.

Payments:

Please make cheques or money orders payable to Queensland Treasury.

Postal Address:

Queensland Office of Gaming Regulation

Locked Bag 180

CITY EAST QLD 4002

Office address:

Queensland Office of Gaming Regulation

Level 4, 33 Charlotte Street

BRISBANE QLD 4002

For further information contact:



Client Services Section

(07) 3872 0999 or Toll Free 1800 064 848 (Queensland only)

Applicant Information for a Category 3 Gaming Licence

Please tick the appropriate box -

- Application* for Category 3 Charitable Gaming Licence
- Renewal* of a Category 3 Charitable Gaming Licence

- Full Name of Association: _____
(As per constitution)
- End of Financial Year Date: / /
- Postal Address: _____

- Contact Name: _____
- Phone Number: _____
- Fax Number: _____
- E-mail Address: _____
- Please provide details of the Association's Executive:

<i>Full Name & Address</i>	<i>Date of Birth</i>	<i>Position Held</i>
_____	/ /	_____
_____		_____
_____		_____
_____	/ /	_____
_____		_____
_____		_____
_____	/ /	_____
_____		_____
_____		_____

We certify that we are duly authorised to make the application on behalf of the association.

Executed under the common seal of _____
(if applicable)

Incorporation Number: _____
(if applicable)

(Common Seal to be placed over signatures)

Signature of President _____

Date: _____

Signature of Secretary/Treasurer _____

Date: _____



Payment Authority Form

This form can be used for the payment of all QOGR fees.

Current fees are located on the QOGR website at:
www.qogr.qld.gov.au/gaming-machines/current-fees-n-tax-rates/index.shtml

The amount of \$ _____ .00 (*GST not applicable*)

In payment of (*fee type*): _____

Cheque / Money Order attached (*payable to Queensland Treasury*)

or charge:

MasterCard Visa

Card Number _____ Expiry Date __ / _____

Cardholder's Name _____

Cardholder's Signature _____ Date __ / __ / _____

Attach this form to the relevant documentation / application and forward to:

Queensland Office of Gaming Regulation
Locked Bag 180
CITY EAST QLD 4002