

Company details for a category one gaming machine licence (hotel)

Office of Liquor and Gaming Regulation (OLGR)

Office use only

Org no: _____

App no: _____

Lic no: _____

Site no: _____

Instructions

Please complete in BLOCK letters. Attach extra pages if needed. If you need help completing this form please contact the Office of Liquor and Gaming Regulation on 13 13 04.

Privacy statement – Please read

The Department of Employment, Economic Development and Innovation is collecting the information on this form to assess your application for a Category 1(hotel/tavern) gaming machine licence. This information is authorised by s.56 of the *Gaming Machine Act 1991*. This information will only be accessed by authorised employees within the department.

Some information may be given to the prescribed entities listed in Schedule 1 of the Gaming Machine Regulation 2002 in accordance with s.54 of the Act. If your application is one of significant community impact under s.55A(1) of the Act, certain details of your application will be published on OLGR's website pursuant to s.55A(2). These details include the name of the applicant, the name and address of the premises, the date on which the application was made, the status of the application and the number of gaming machines requested. Your information will not be disclosed to any other parties unless authorised or required by law.

Warning

Failure to give true and correct information or answers to questions in relation to this application may constitute an offence under s.350 of the *Gaming Machine Act 1991*.

A person found guilty of an offence against s.350 of the *Gaming Machine Act 1991* may be liable to a penalty of 400 penalty units or two years imprisonment and the application will be refused.

All invalid applications will be returned for completion

Invalid applications include:

- no application fee
- gaming machine applications received prior to the lodgement of the liquor licence application
- gaming machine applications not lodged in exactly the same name as the liquor licence or liquor licence application
- gaming machine applications that do not include all the required documentation.

Please note:

Applicants should be aware that the Queensland Gaming Commission has the legislative ability to require additional information from an applicant, irrespective of whether the application is prescribed as an application of significant community impact, to enable the Commission to make a fully informed decision.

The following documents form part of the application and must accompany the application form at lodgement

- Copy of the certificate of registration of the company
- Copy of the company's constitution or memorandum and articles of association
The document must be certified as a true copy by an authorised executive officer
- Copy of the minutes of the meeting where the resolution to apply for the gaming machine licence was ratified.
The document must be certified as a true copy by an authorised executive officer. Where the company has a sole director, minutes will not be required.
- Copy of a company search, obtained within 14 days of the application being lodged. This document must provide details of all current directors, secretary and shareholders. Where the company has been registered for less than 12 months, documentary proof of the current shareholders must be provided e.g. copy of the share register or share certificates.
- Personal probity (short) form must be completed by each director, secretary and shareholder of the company
- Where the company is acting on behalf of a trust, a copy of the executed trust deed and all amendments/ variations must be provided
- All individuals over the age of 18 years, named as primary beneficiaries in an applicant trust deed must complete a personal probity (short) form
- Where the shareholder of an applicant company or the beneficiary of an applicant trust is another company or person/company acting on behalf of a trust, copies of the following documents must also be provided:
 - copy of a company search, obtained within 14 days of the application being lodged, which shows the directors, secretary and shareholders of the company
 - copy of the executed trust deed and all amendments or variations
 - a list detailing the full name, address and date of birth of all beneficiaries under the trust.
- Copy of the last audited balance sheet or statement of financial affairs of the company and the trust. Where a company has been registered for less than 12 months, a statement of assets and liabilities for each director of the company must be provided.
- If you answer 'yes' to any of the questions in section 7 of this application, a written description of the circumstances must be attached.

Section 1 Company details	Company name:			
	ACN:	ABN:		
Section 2 Registered address	Address:			
	Suburb/town:			Postcode: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Section 3 Directors and secretary details	List full details of the secretary and all directors:			
	Surname	Christian name	Date of birth	Position held
Section 4 Related companies	Provide full details of all holding, subsidiary, associate and any other related company. Please enter the company name in full and include their ACN. If space insufficient please attach list and organisational chart.			
Section 5 Previous company names	Provide full details of any other names that the company uses or has used in the last five years:			
Section 6 Trust details	If the company is acting on behalf of a trust, enter the full name of the trust:			
	An executed copy of the trust deed and any amendments must be provided with this application.			
Section 7 Trading history	Has the company ever been a party in a civil lawsuit?			<input type="checkbox"/> Yes <input type="checkbox"/> No
	Has the company ever had a judgement returned against it?			<input type="checkbox"/> Yes <input type="checkbox"/> No
	Has the company ever had an item repossessed?			<input type="checkbox"/> Yes <input type="checkbox"/> No
	Has the company ever had a controller appointed or taken advantage of the laws relating to insolvency?			<input type="checkbox"/> Yes <input type="checkbox"/> No
	If you have answered 'yes' to any of the questions above you must attach full details of the circumstances to this application.			

Section 8

Authority for release of company information

Please note: An authorised officer of the company is a director or secretary as listed with Australian Security and Investment Commission (ASIC). Gaming nominees or other employees are not acceptable.

If the company is administered by a **sole director** then only one signature is required.

I/We and
(insert full name of executive officers in BLOCK letters)

being duly authorised executive officers of
(insert full name of company)

hereby authorise any officer of the Office of Liquor and Gaming Regulation, state, federal or overseas police authorities or any other authority authorised by the chief executive or his delegate to make any investigations or enquiries as deemed necessary, and provide full details of all information held to the chief executive or delegate of the Office of Liquor and Gaming Regulation.

Executed under the common seal of
(Insert full name of company. Where you are required to use the company seal it should be placed over the signatures)

Incorporation number or ACN:

Signature of authorised executive officer: Date:

Signature of authorised executive officer: Date: