

Change gaming machine shutdown period – early openers



Before you complete this form

What this form is for

Use this application form if the licensed premises is an 'early opener' and if the liquor licence was granted before 1 January 1997, and if the licensee is applying for approval:

- ▲ to change an existing 6-hour shutdown period to a different 6-hour shutdown period; or
- ▲ to change an existing 3-hour shutdown period on Saturdays, Sundays and public holidays which is other than the period from 6:00AM to 9:00AM; or
- ▲ to change an existing 3-hour shutdown period on each day of the week which is other than the period from 6:00AM to 9:00AM.

Cost

- ▲ No payment is required

How to lodge this form

@ gamingapplications@liquorandgaming.nsw.gov.au
Include 'GMS040 Change gaming machine shutdown period' in the subject line.

✉ Liquor & Gaming NSW
GPO Box 7060
Sydney NSW 2001

👤 Liquor & Gaming NSW
Level 6, 323 Castlereagh Street
Haymarket NSW 2000
Monday–Friday, 9am–5pm

Provide all pages of this application and attachments. There's no need to attach this introduction page.

Pre-lodgement checklist

If information is missing, processing this application will be delayed and the application may be withdrawn.

- Have answered all applicable questions in Parts 1 to 2?
- Have you read and signed Part 3?

Need more information?

📞 liquorandgaming.nsw.gov.au
@ contactus@liquorandgaming.nsw.gov.au
☎ 1300 024 720

Explanation of terms

Term	Definition
Applicant	The person or organisation qualified to make this application. The applicant may nominate a legal or other representative to be their contact person regarding this application.
Employer	The person or organization with whom you will have a contract of services or contract for services upon grant of the licence.
Person	Includes a reference to a corporation.
Supervisor	The person who shall provide you with training and instruction.

Your privacy

We will handle your personal information in accordance with the *Privacy and Personal Information Protection Act 1998*. It is being collected by Liquor & Gaming NSW and will be used for the purpose of processing your application and may be disclosed to other Government agencies for this purpose. General information about your application may be published on an electronic noticeboard and information about the application, if granted, on a public register. Providing this information is voluntary, but where relevant information is not provided this may lead to your application being refused, delayed or not further considered. You have the right to request access to, and correct details of, your personal information held by us. You can access further information on privacy at liquorandgaming.nsw.gov.au.

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Change gaming machine shutdown period – early openers

OFFICE USE ONLY**GMS040**

By Email Mail OTC

Date lodged

Request number

Finalised by

Date finalised

Email

Mobile

Home phone

Daytime phone

Driver licence no.

State

Part 1 About the liquor licence

Liquor licence number

 LIQ

Licence name

If the licensee is an individual (i.e. a person),

▶ Complete all questions in Part 1A only.

If the licensee is an organisation (e.g. a company),

▶ Complete all questions in Part 1B only.

1A About the licensee (if an individual)
 Mr Ms Mrs Miss Other

Given name

Middle name

Family name

Gender

Date of birth

City or town of birth

1B Licensee (if an organisation)

Name of organisation

ABN

ACN

Year incorporated

Email

Daytime phone

continue overleaf

Part 2 About the application

A compulsory 6-hour shutdown period applies to all club and hotel licences that keep gaming machines. Gaming machines must not be played during the shutdown period. The general shutdown period commences at 4:00AM and concludes at 10:00AM each day.

If a club or hotel licence was granted before 1 January 1997 and the licensed premises is an 'early opener', the club or hotel can apply for approval:

- ▲ to change the standard 6-hour shutdown period to a different 6-hour shutdown period or
- ▲ for a 3-hour shutdown period on Saturdays, Sundays and public holidays which is other than the period from 6:00AM to 9:00AM or
- ▲ for a 3-hour shutdown period on each day of the week which is other than the period from 6:00AM to 9:00AM. Approval will only be given where the licensed premises:
 - ▲ was, on a regular basis before 1 January 1997, open for business before 10:00AM on at least one day of the week and
 - ▲ was, on a regular basis before 1 January 1997, closed for business between midnight and 10:00AM for a minimum of 3 hours on at least one day of the week and
 - ▲ has continued, or is continuing, to open and close on that same basis ever since.

A different shutdown period, if approved, must be consistent with such opening and closing times.

An approval will be limited to those days of the week on which the licensed premises has continued to:

- ▲ close between midnight and 10:00AM for a consecutive period of at least 3 hours and
- ▲ re-open for business before 10:00AM.

Does this application seek approval

Check one only

- to change the existing 6-hour shutdown period to a different 6-hour shutdown period
- for a 3-hour shutdown period on Saturdays, Sundays and public holidays which is other than the period from 6:00AM to 9:00AM.

Was the liquor licence granted before 1 January 1997?

Yes

No

If **No**, this application will be refused.

Before 1 January 1997, was the licensed premises open for business before 10:00AM on at least one day of the week on a regular basis?

No

Yes

If **Yes**, provide details and attach evidence of the same (eg. statutory declaration, marketing material pre 1/1/97 etc)

Before 1 January 1997, was the licensed premises closed for business between midnight and 10:00AM for a minimum of 3 hours on at least one day of the week on a regular basis?

No

Yes

Since 1 January 1997, has the licensed premises continued to open and close on that same basis?

Yes

No

If **No**, this application will be refused.

continue overleaf

Supply the following information:

Day	What were the trading hours for your licensed premises before 1 January 1997?		What are the trading hours for your licensed premises now?	
	Opening time	Closing time	Opening time	Closing time
Monday	:	:	:	:
Tuesday	:	:	:	:
Wednesday	:	:	:	:
Thursday	:	:	:	:
Friday	:	:	:	:
Saturday	:	:	:	:
Sunday	:	:	:	:
Public holiday	:	:	:	:

Day	What are the proposed trading hours for your licensed premises if this application is approved?		What is the proposed shutdown period for gaming machines if this application is approved?	
	Opening time	Closing time	Opening time	Closing time
Monday	:	:	:	:
Tuesday	:	:	:	:
Wednesday	:	:	:	:
Thursday	:	:	:	:
Friday	:	:	:	:
Saturday	:	:	:	:
Sunday	:	:	:	:
Public holiday	:	:	:	:

Does the applicant's licence have overdue gaming machine taxes?

No

Yes

If **Yes**, what is the indicative amount of the overdue gaming machine taxes?

\$

Note

This application may not be approved unless overdue gaming machine taxes are paid or satisfactory arrangements are made for payment.

Part 3 Declaration

- ▲ I declare that I am 18 years or older and I am authorised to lodge this application.
- ▲ I declare that the contents of this application including attachments are true, correct and complete and that I have made all reasonable inquiries to obtain the information required to complete the application.
- ▲ I undertake to immediately notify the Authority of any change to the information in this application, if the information changes before the application is determined.
- ▲ I acknowledge that under section 36 of the Gaming and *Liquor Administration Act 2007* and section 307A of the *Crimes Act 1900*.
- ▲ it is an offence to provide false, misleading or incomplete information in this application.
- ▲ I acknowledge that failure to provide all required information may result in delay or refusal of the application.
- ▲ I understand that specific details I have supplied in this application may be 'personal information' under the *Privacy and Personal Information Protection Act 1998*. Personal information is any information or opinion that identifies an individual, or enables someone to identify an individual.
- ▲ I acknowledge that the Independent Liquor & Gaming Authority is collecting information to enable processing of the application.
- ▲ I also understand that the Authority will use the information for its intended purpose only, store the information securely, and allow the applicant or licensee to access and update the information. When processing this application, the Authority may need to disclose information to other Government agencies.

If the applicant is an individual (ie. a person),

- ▶ Complete Part 3A only.

If the applicant is an organisation (e.g. a company),

- ▶ Complete Part 3B only.

3A Applicant (if an individual)

Name

Position

Signature

Date

3B Applicant (if an organisation)

Executed under section 127 of the *Corporations Act 2001*.

1. Name of officeholder

Title e.g. director

Signature

Date

2. Name of officeholder (if more than one)

Title e.g. director, company secretary

Signature

Date

If the application is lodged by a legal or other representative:

Name of representative

Representative's business name

Email

Contact phone daytime

Address for correspondence

Suburb/town/city

State

Postcode