

APPLICATION FORM FOR REGISTRATION OF NON-COMMERCIAL SOCIETY (SMALL SOCIETY LOTTERY)

If you are completing this form by hand, please write legibly in block capitals using ink.

**To: Licensing Team
Basingstoke and Deane Borough Council
Civic Offices
London Road
Basingstoke
Hants
RG21 4AH**



**Basingstoke
and Deane**

**Tel: 01256 844844
email:
licensing@basingstoke.gov.uk**

SECTION A – Details of society applying for registration

1. Name of society

2. Address (including postcode) of office or head office of society
.....
.....
.....
.....

3. Telephone number of society

4. Please state the purpose(s) for which the society is established and conducted
.....

5. If the society is a registered charity, please give the society's unique charity registration number
.....

6. Has the society held an operating licence under the Gambling Act 2005 in the period of five years ending with the date of this application? Yes No

7. If the answer to question 6 is 'Yes', has the operating licence been revoked in the period of five years ending with the date of this application? Yes No

8. If the answer to question 7 is 'Yes', please state the reasons for revocation and enclose a copy of the notice of revocation if one is available

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9. Has the society applied for and been refused an operating licence in the period of five years ending with the date of this application? Yes No

SECTION B – General information about person applying on behalf of society

10. Name

11. Position held

12. Address (including postcode)

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.....

.....

13. Daytime telephone number

SECTION C – Contact details for correspondence associated with this application

14. Please tick one box as appropriate to indicate address for correspondence in relation to this application:

Address in section A

Address in section B

Address below

Address (including postcode)

.....

.....

Telephone number

Email address (if the applicant is happy for correspondence in relation to this application to be sent via e-mail)

.....

SECTION D – Declaration

15. Please complete the following declaration and checklist:

I *[Full Name]*

- a. make this application on behalf of the society referred to in Section A and have authority to act on behalf of that society.
- b. enclose payment of the registration fee of £40.
- c. confirm that, to the best of my knowledge, the information contained in this application is true. I understand that it is an offence under section 342 of the Gambling Act 2005 to give information which is false or misleading in, or in relation to, this application.

Signature

Date

Position held

Note to societies applying for registration:

The application will be refused if in the period of five years ending with the date of the application:

- (a) an operating licence held by the society has been revoked under section 119(1) of the Gambling Act 2005, or
- (b) an application for an operating licence made by the society has been refused.

The application may be refused if the local authority think that:

- (a) the society is not a non-commercial society,
- (b) a person who will or may be connected with the promotion of the lottery has been convicted of a relevant offence, or
- (c) information provided in or with the application is false or misleading.

NB: All new applicants are required to submit:

- a copy of the terms and conditions of their constitution
- a declaration stating that the applicant represents a bona-fide non-commercial society
- a copy of authorisation letters for either the two signatories who are appointed for the purpose by the society, or a letter of appointment of the governing body

HOW WE COLLECT AND USE INFORMATION

We will use the information given in this form and any supporting evidence you send us to process your licence/certificate application.

We may pass the information to other agencies or organisations, such as the Department for Work and Pensions and the Inland Revenue, as allowed by law.

We may check information you have provided, or information about you that someone else has provided, with other information held by us. We may also get information about you from certain third parties, or give them information to:

- make sure the information is accurate;
- prevent or detect crime; and
- protect public funds.

These third parties include government departments, local authorities, and private-sector companies such as banks and organisations that may lend you money.

We will not give information about you to anyone else, or use information about you for other purposes, unless the law allows us.

Basingstoke and Deane Borough Council is the data controller for the purposes of the Data Protection Act. If you want to know more about what information we have about you, or the way we use that information, please ask us.

You have a right of access to the information that this Council holds about you. To request this please write to:

Data Protection Officer, Basingstoke and Deane Borough Council
Civic Offices
London Road
Basingstoke
RG21 4AH