

Amendment to a minor gaming permit – new nominee

This package contains the application and information material to add a new nominee to a minor gaming permit.

How to apply

Send application to:

Victorian Gambling and Casino Control Commission
GPO Box 1988
Melbourne Vic 3001

or lodge in person at:

Level 4, 12 Shelley Street
Richmond

Need help?

For more information on how to apply for a gambling licence or permit:

- visit the Victorian Gambling and Casino Control Commission website at vgccc.vic.gov.au
- telephone the VGCCC on 1300 599 759
- email the VGCCC at contact@vgccc.vic.gov.au

Strictly Confidential

Amendment to a minor gaming permit – new nominee

OFFICE USE ONLY

Date: / /

Permit No: _____

File No: _____

Application is hereby made to amend a minor gaming permit by nominating the person indicated in Section 2 of this form as the nominee responsible for the conduct of the activity shown below by:

.....
(Full name of the community or charitable organisation)

Organisation number:

Tick whichever are applicable:

☐

Conduct a raffle

Minor gaming permit number /

☐

Sell lucky envelopes

Minor gaming permit number. /

☐

Conduct a fundraising event

Minor gaming permit number. /

IMPORTANT INFORMATION

Under section 8.3.16(2) of the *Gambling Regulation Act 2003* (the Act), if a nominated person resigns, is dismissed or leaves the community or charitable organisation, the directors of the organisation or the members of the managing committee of the organisation (as the case may be) are all separately responsible and liable under this Act as holder of the permit until such time as another person is nominated and approved by the VGCCC.

False or Misleading Information

It is an offence under the Act to give information that is false or misleading. If you give false or misleading information, your application may be refused and/or you may be prosecuted and fined up to 60 penalty units. The current value of a penalty unit can be obtained at vgccc.vic.gov.au/fees-fines.

Publication of Disciplinary Action

A permit holder may be subject to disciplinary action being taken by the VGCCC. If the VGCCC does take disciplinary action against a permit holder, its decision, including the name of the organisation which holds the permit and the permit number, will be published on the VGCCC website and in the VGCCC annual report.

Privacy Policy Statement – The VGCCC is committed to responsible and fair handling of personal information consistent with the Privacy and Data Protection Act 2014 and its obligations under the *Gambling Regulation Act 2003*

Confidentiality Provisions – Information provided in your application must not be disclosed by the VGCCC or its staff to someone else, except for the purposes stated in Division 6 of Chapter 10 of the *Gambling Regulation Act 2003*. Go to vgccc.vic.gov.au to access this Act.

Note: No fee is payable for this application

Victorian Gambling and
Casino Control Commission
ABN 56 832 742 797

Level 4, 12 Shelley Street
Richmond VIC 3121
GPO Box 1988
Melbourne VIC 3001

contact@vgccc.vic.gov.au
1300 599 759
vgccc.vic.gov.au



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Section 3: Charges, findings of guilt and convictions

IMPORTANT INFORMATION

The *Gambling Regulation Act 2003* requires that the VGCCC must determine an application for a nominee of a minor gaming permit having regard to whether the person nominated by the applicant is of good repute and character. To assist in making this determination you must answer the following questions by providing details of any finding of guilt, other than Children's Court matters more than 10 years old and non-custodial traffic matters and you must also complete and enclose the attached 'Consent for release of information by law enforcement agencies' form with the application.

Note: Where the permit to which this application relates is for the conduct of a **large raffle**, the nominee **must** submit an **original NPC**. This requirement will only be waived where you have previously submitted an NPC to the VGCCC which is dated within 12 months of the date of this application.

A large raffle is defined as a raffle where:

- The total prize pool will exceed \$100,000, or
- The total prize pool will exceed \$60,000 and the ticket price will be \$35 or more.

For each question, exclude Children's Court matters more than 10 years old and non-custodial traffic matters (non-custodial traffic matters are those for which a penalty other than a gaol sentence or community based order was given).

In Victoria or elsewhere:

(a) have you ever been found guilty of any offence? (This includes matters where a good behaviour bond was given and/or matters where no conviction is recorded)

☐ YES ☐ NO

(b) is there any investigation or charge currently pending against you in respect of any offence?

☐ YES ☐ NO

(c) have you ever participated in a Diversion Program?

☐ YES ☐ NO

If you have answered **YES** to any of these questions, give full details in the space provided below. List all cases without exception. If there is insufficient space, additional page(s) need to be attached.

(i) Nature of Offence/Charge:

Date:

Jurisdiction*:

Result:

Result of Hearing or other Disposition (if known)

(ii) Nature of Offence/Charge:

Date:

Jurisdiction*:

Result:

Result of Hearing or other Disposition (if known)

Have further details been provided on an attachment page?

☐ YES ☐ NO

* Jurisdiction is the State or Territory and, if outside Australia, the country and locality of the offence, conviction or charge

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Section 4: Consent of nominee

I consent to my nomination to act as nominee on behalf of:

.....
(Full name of the community or charitable organisation)

to conduct the following minor gaming activity:

- ☐ **Conduct a raffle**
- ☐ **Sell lucky envelopes**
- ☐ **Conduct a fundraising event**

and declare that:

- (a) I acknowledge that I am personally responsible for the conduct of the activity noted above and will ensure that it is conducted in accordance with the *Gambling Regulation Act 2003* and the *Gambling Regulation Regulations 2005*
- (b) all statements contained in or accompanying this application are true and correct.

Signature of Nominee:

Date:

Signature of witness*:

Date:

Print name of witness:

(*Any adult can be a witness)

Consent to release information by law enforcement agencies

Gambling Regulation Act 2003

Name:
(Full name – please print)

Address:
(Full address – please print)

A reference in this 'Consent and release' form to the Victorian Gambling and Casino Control Commission (the VGCCC) includes a reference to a member of its staff and any other person appointed in writing by VGCCC.

I hereby consent, for the purposes of an application pursuant to the Gambling Regulation Act 2003, and for the purposes of ongoing monitoring, to all probity investigations carried out by the VGCCC, including but not limited to:

a) Inspection of criminal, intelligence or other records kept or maintained by:

- the Victoria Police;
- any State, Territory, federal or overseas police force;
- any crime investigation agency;
- any corporate regulatory agency;
- any gaming regulatory body;
- any casino regulatory body;
- any Court;
- any government agency.

(Collectively referred to as 'law enforcement agencies')

(b) Divulgence of particulars of any convictions, findings of guilt or other information recorded against me and held by a law enforcement agency including, without limitation:

- details of all prosecutions, including acquittals and matters withdrawn or dismissed and all findings of guilt whether or not a conviction was recorded
- investigations, legal proceedings or charges still outstanding
- intelligence held by a law enforcement agency howsoever obtained
- any other matters recorded by any law enforcement agency and considered relevant by the VGCCC to its investigation or assessment of my application for approval as a nominee and/or my ongoing suitability as a nominee under the *Gambling Regulation Act 2003*.

RELEASE

In consideration of a law enforcement agency providing particulars of any convictions, intelligence or other information recorded against me, I hereby release the VGCCC, each law enforcement agency and their servants, agents or contractors to the full extent of the law and against any claim or demands of any kind and any actions, suits, proceedings, claims, demands, costs and expenses whatsoever which may be taken or made in respect of the use or misuse of the information obtained out of this Consent including particulars of any conviction, findings of guilt or other adverse material purporting to relate to me.

ACKNOWLEDGMENT

I acknowledge having read and understood the terms of the consent and have noted that independent legal advice may be sought before signing this consent. This consent commences on the date below and continues until the later of:-

- the VGCCC considers that I am no longer a nominee of the holder of a minor gaming permit
- the expiry of the minor gaming permit (if granted).

EXECUTION AS A DEED

Dated: / /
(day/month/year)

.....
Signature of person giving consent and release

.....
Signature of witness

.....
Printed name of witness (any adult can be a witness)