

Remove approved gaming premises and transfer an existing liquor licence

JULY 2015
CD/15/89638

This kit contains the form and related materials required to apply to:

- **remove approved gaming premises from a venue operator's licence and**
- **transfer liquor licence**

Items

1. Pre-lodgement checklist - request the removal of a partner from a licence or permit
2. Application form - request the removal of a partner from a licence or permit

Need help?

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

- visit the Victorian Commission for Gambling and Liquor Regulation (VCGLR) website at vcglr.vic.gov.au
- telephone the VCGLR on 1300 182 457
- email the VCGLR at contact@vcglr.vic.gov.au



Useful information

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WHO MAY APPLY?

To apply you must hold a venue operator's licence, the approved gaming premises must be included on your venue operator's licence and you must be current liquor licensee of the premises.

REQUIREMENT TO LODGE THIS FORM

Circumstances which may require a licensee to lodge this form include:

- the sale of an approved gaming premises to another party
- a change in the liquor licence status.

Written notification of changes to the manner of tenure or ownership of freehold of approved gaming premises is required by direction under Section 10.4A.4 of the *Gambling Regulation Act 2003* to venue operators. Failure to notify the VCGLR of changes to control of approved gaming premises may result in fine of up to 60 penalty units and/or disciplinary action being taken against the venue operator.

NOTE: A venue operator's licence cannot be transferred under the *Gambling Regulation Act 2003*.

APPLICATION FEE: There is no fee payable for this application

BY LODGING THIS FORM THE CURRENT LICENSEE WILL APPLY TO:

- remove approved gaming premises from a venue operator's licence, under section 3.4.17 of the *Gambling Regulation Act 2003* and
- transfer liquor licence, under section 32 of the *Liquor Control Reform Act 1998*.

Giving false and misleading information

It is an offence to provide false or misleading information in respect of an application under the *Gambling Regulation Act 2003* and the *Liquor Control Reform Act 1998*. The penalty for such an offence is 60 penalty units, and may also result in disciplinary action.

How to lodge this form

By post

Victorian Commission for Gambling and Liquor Regulation
GPO Box 1988, Melbourne VIC 3001

In person

Victorian Commission for Gambling and Liquor Regulation
49 Elizabeth Street, Richmond

By email

contact@vcglr.vic.gov.au

What happens next

If your application is accepted, you will be emailed or sent an acknowledgement letter. This will confirm that the VCGLR has received your application and outline any further information required and the date by which it must be submitted. Once the VCGLR has received all required information and documents, your application will be determined. You will be advised of the outcome in writing.

You cannot supply alcohol until your application is approved

The transferee (proposed licensee) cannot supply alcohol until the transfer application is granted by the VCGLR and their name is on the premise's liquor licence.



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Liquor Control Reform Act 1998

OFFICE USE ONLY

07/15

Date Rec'd / /

File No. _____

1. Current licensee details

Contact name

Venue operator's licence number

Contact name

Daytime telephone number

Mobile telephone number

2. Details of premises

Liquor licence number

Premises approval number

Trading name of licensed premises

Address of licensed premises

Postcode

3. Details of purchaser

Name of purchaser

4. Transfer of gaming machine entitlements

Does the licensee intend to transfer gaming machine entitlements to the proposed purchaser?

☐ YES☐ NO

If YES, the licensee must log into the online entitlement transfer market on the VCGLR website to apply to transfer gaming machine entitlements to the proposed purchaser.

Note that the proposed purchaser must be approved by the Commission to hold a venue operator's licence for you to be able to lodge an application to transfer gaming machine entitlements. Upon successful lodgement, VCGLR staff will contact you with further information about how to transfer gaming machine entitlements.

5. Certification on behalf of the applicant

Certification – I, the undersigned for the applicant, apply to remove the gaming premises from venue operator's licence and to transfer the liquor licence, as outlined in this application and certify that all statements contained in and all matters accompanying this application are true and correct.

Signature of authorised officer or director/committee member on behalf of the applicant

X

Date

/ /

Print name and position

