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| *This form is prescribed by regulation 3(a) of the Gambling (Small Society Lotteries) (Registration of Non-Commercial Societies) Regulations 2007*    **APPLICATION FORM FOR REGISTRATION OF NON-COMMERCIAL SOCIETY** | |
| **If you are completing this form by hand, please write legibly in block capitals using ink.** | |
| To:  Gravesham and Medway Shared Licensing Service, Civic Centre, Windmill Street  Gravesend, Kent DA12 1AU | **Which authority are you applying to:**  Gravesham Borough Council  Medway Council  *You must choose the local authority where your society is located.* |
| **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. E-mail address of society (if correspondence by email is preferred)...............................................    .............................................................................................................................................................    5. Please state the purpose(s) for which the society is established and conducted..........................  .............................................................................................................................................................  .............................................................................................................................................................  .............................................................................................................................................................  6. If the society is a registered charity, please give the society’s unique charity registration number:  ………………………………………………………………………………………………………………..  7. Has the society held an operating licence in the period of five years ending with the date of this application? ‘Yes’  ‘No’ | |

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| 8. If the answer to question 7 is ‘Yes’, has the operating licence been revoked in the period of five years ending with the date of this application? ‘Yes’  ‘No’  9. If the answer to question 8 is ‘Yes’, please state the reasons/ or please send a copy of the notice of revocation? .......................................................................................................................................................  .......................................................................................................................................................    .......................................................................................................................................................  10. 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  11. Name..........................................................................................................................................  12. Capacity......................................................................................................................................    13. Address (including postcode).....................................................................................................    .......................................................................................................................................................    .......................................................................................................................................................    .......................................................................................................................................................    14. Daytime telephone number........................................................................................................    15. E-mail address (if correspondence by email is preferred)........................................................    ............................................................................................................................................………. |
| SECTION C – Contact details for correspondence associated with this application  16. 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  17. Please complete the following declaration and checklist:  I [print 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; and  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...............................................................................................................................................    Capacity........................................................................................................................................ |

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| **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 Gaming Act 2005, or  (b) a n 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. |

**Gravesham Borough Council processes personal data consistent with the General Data Protection Regulation and Data Protection Act 2018.  For more information about how the Council processes your personal data please see the privacy notice on our website at:** [**www.gravesham.gov.uk/privacy**](http://www.gravesham.gov.uk/privacy)