

Home > Business > Licensing and permits > Gambling licences > Gambling Act premises licence application guide

Gambling Act premises licence application guide

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On this page:

- [Types of premises licence](#)
- [Gambling policy](#)
- [Licensing objectives](#)
- [Mandatory and default conditions](#)
- [Categories of gaming machines](#)
- [Making an application](#)
- [Notice of application to responsible authorities](#)
- [Advertising the application](#)
- [Fees](#)

Types of premises licence

The licensing authority can issue the following types of premises licence:

- Bingo premises licence
- Adult gaming centre premises licence
- Family entertainment centre premises licence
- Betting and track betting premises licence

Applications for a premises licence can only be made by an individual, company or partnership:

- Who has the right to occupy the premises
- Who have an operating licence, or have applied for such a licence, from the Gambling Commission.

An individual applicant must be over 18.

Except in the case of a track, a premises licence may not authorise the use of the premises for more than one activity listed above. There may not be more than one premises licence under the Gambling Act in force in respect of one premises at any one time.

Gambling policy

All applicants must ensure that they have read the relevant parts of the [Gambling Act 2005 statement of policy and principles](#) prior to completing their application.

Licensing objectives

The licensing objectives are:

- Preventing gambling from being a source of crime and disorder, being associated with crime and disorder, or being used to support crime
- Ensuring that gambling is conducted in a fair and open way
- Protecting children and other vulnerable persons from being harmed or exploited by gambling

Mandatory and default conditions

Mandatory conditions attach to each type of premises licence.

Some types of licence also have default conditions (which you can apply to exclude/amend). Before making an application you should familiarise yourself with the conditions that apply to the category of licence you are applying for.

Categories of gaming machines

Category of machine	Maximum stake	Maximum prize
A	Unlimited	Unlimited
B1	£5	£10,000*
B2 (also known as fixed odds betting terminals)	£2	£500
B3	£2	£500
B3A	£2	£500
B4	£2	£400
C	£1	£100
D money prize	10p	£5
D non money prize (not crane grab)	30p	£8
D non money prize (crane grab)	£1	£50
D combined money and non money prize (coin pusher / penny falls)	20p	£20 (of which no more than £10 may be a money prize)
D combined money and non money prize (other than coin pusher / penny falls)	10p	£8 (of which no more than £5 may be a money prize)

*with option of maximum £20,000 linked progressive jackpot on premises basis only.

The table below shows the types and number of machines that may be made available under each type of premises licence:

Premises type	Number of machines and category
Existing casino	20 category B-D machines, or an unlimited number of category C and D machines
Betting premises and tracks occupied by pool betting	Maximum of 4 machines of category B2, C or D
Bingo	Unlimited category C and D machines and 8 B3 or B4 machines or 20% of the total number of gaming machines whichever is the greater*
Adult gaming centre	Unlimited category C and D machines and 4 B3 or B4 machines or 20% of the total number of gaming machines whichever is the greater*
Licensed family entertainment centre	Unlimited category C and D machines

* From 1 April 2014 can have a maximum of 20% of the total number of gaming machines only (only applies to licences granted on or after 13 July 2011)

Making an application

The following documents should accompany an application for a premises licence under the Gambling Act 2005:

- Application form
- Relevant fee
- Plan

Plan requirements

The scaled plan must show in all cases:

- The extent of the boundary or perimeter of the premises
- Where the premises include or consist of one or more buildings, the location of any external or internal walls of each such building
- Where the premises form part of a building, the location of any external or internal walls of the building which are included in the premises
- Where the premises are a vessel, or part of a vessel, the location of any part of the sides of the vessel, and of any internal walls of the vessel which are included in the premises
- The location of each point of entry and exit from the premises, including in each case a description of the place from which entry is made or to which the exit leads

In addition (where relevant to the premises):

Bingo

- Location and extent of any part of the premises which will be used to provide facilities for gaming in reliance on the licence (other than those parts which include category B or C gaming machines)
- Location and extent of any part of the premises in which category B or C machines will be made available for use
- Nature and location of any barrier or other thing separating any part of the premises in which category B or C machines will be made available for use from any other part of the premises

Licensed family entertainment centre

- Location and extent of any part of the premises in which category C gaming machines will be made available
- Location and extent of any part of the premises in which category D gaming machines will be made available
- Nature and location of any barrier or other thing separating any part of the premises in which category C gaming machines will be made available for use from any other part of the premises

Adult gaming centre

- Location and extent of any part of the premises in which gaming machines will be made available

Betting

- Location and extent of any part of the premises which will be used to provide facilities for gambling in reliance on the licence

Track

- Location and extent of any part of the premises which is a five times rule* betting area
- Location and extent of any other parts of the premises which will be used for providing facilities for betting
- Location and extent of any parts of the premises in which category B or C gaming machines will be made available
- Nature and location of any barrier or other thing separating any part of the premises in which category B or C gaming machines will be made available for use from any other part of the premises

*Five times betting area means any part of the track in respect of which in accordance with conditions attached under section 167, the charge for admission to that part of the track payable by betting operators may not exceed five times the cost of the highest charge paid by members of the public who are authorised to enter that part of the track.

Notice of application to responsible authorities

Notice needs to be given to the [responsible authorities](#) when the application is being made using a [template form provided by the Gambling Commission](#). This notice must be sent by the applicant to all of the [responsible authorities](#) within 7 days starting on the date on which the application was made. Form A should be used where there is only one applicant, form B should be used where there are two or more applicants.

Failure to give proper notice of application to a responsible authority will result in your application being rejected.

Advertising the application

When applying for a premises licence you must advertise your application. The [Gambling Commission provide a template form which can be used](#). The application must be advertised in both of the following two ways:

1. In a local newspaper circulating within the area of the premises. This must be published on at least one occasion during the period of 10 working days starting with the day after the application is made to the licensing authority.
2. By displaying a notice on the premises in a place at which it can conveniently be read by the public from the exterior of the premises for a period of no less than 28 consecutive days starting on the day on which the application is made to the licensing authority.

The local newspaper for Blackpool is the Blackpool Gazette

Address: 15 Olympic Court, Boardmans Way, Whitehills Business Park, Blackpool, FY4 5GU

Email: publicnotices@jpimedia.co.uk

Telephone: 01253 400800

Please note

You should provide proof to the licensing service that the advertisement was correctly published. A copy of the newspaper with the published advert is best.

Site notices will be checked and photographed to ensure that the correct information and dates are displayed in the required format. If details are found to be incorrect, or notices inappropriately positioned or displayed, the licensing service may extend the time period for representations.

Fees

Premises Type	New application	Provisional statement	Annual fee	Variation	Transfer	Re-instatement	New (with provisional statement)	Copy of licence	Notification of change
Converted casino	N/A	N/A	£2,375	£1,830	£1,135	£1,290	N/A	£20	£37
Bingo	£2,940	£2,940	£960	£1,590	£960	£1,010	£,1100	£20	£37
Adult gaming centre	£1,940	£1,940	£960	£960	£960	£1,080	£1,080	£20	£37
Family entertainment centre	£1,825	£1,825	£750	£960	£910	£960	£960	£20	£37
Track betting	£2,275	£2,275	£960	£1,090	£910	£960	£960	£20	£37
Betting office	£3,000	£3,000	£600	£1,500	£1,200	£1,200	£1,200	£20	£37

Licensing service

Municipal buildings, Corporation Street, Blackpool, FY1 1NF

Telephone 01253 478572

Email licensing.la2003@blackpool.gov.uk

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