

Before you complete this form

What this form is for

This application form is for two registered clubs entering into a leasing arrangement to transfer one or more gaming machine entitlements (GMEs).

What you need to know

- ▲ Under section 36 of the *Gaming and Liquor Administration Act 2007* and section 307A of the *Crimes Act 1900* it is an offence to provide false or misleading information in this application.
- ▲ To be eligible to lease out GMEs a registered club (lessor club) must have a Gaming Machine Threshold (GMT) of 30 or less.
- ▲ An eligible lessee registered club can lease all of its GMEs.
- ▲ A copy of the signed model Lease must be submitted with this application form.
- ▲ If you are leasing in GMEs (lessee club) you must have a sufficient GMT for the premises the GMEs are being transferred to. If you do not have the correct GMT you will need to apply for it and this may or may not require a Local Impact Assessment (LIA).
- ▲ The lessee is required to pay a levy at the time of the lease transfer application of 5% of the total lease payments due for the full term of the Lease.

Note

An LIA **is not** required where the GMT increase application is made at the same time as the lease transfer and the registered hotel:

- ▲ is situated in a Band 1 Statistical Area Level 2 (SA2) and the GMT increase (if approved) when added to the total of all other GMT increases approved over the previous 12 months, is 20 or less.
- ▲ is located in the same SA2 as the club from which the GME/s are leased.
- ▲ is located in the same Local Government Area (LGA) from which the GME/s are leased, and the SA2 Band where the transferring club is located is the same or lower than the SA2 Band of the club requesting the GMT increase.
- ▲ is located in adjoining SA2s (whether or not in the same LGA) as the club from which the GME/s are leased, and the SA2 Band of the transferring club is the same or lower than the SA2 Band of the club requesting the GMT increase.

A Class 1 LIA is required for clubs seeking a threshold increase of:

- ▲ up to 40 in a Band 1 SA2
- ▲ up to 20 in a Band 2 SA2

A Class 2 LIA is required for clubs seeking a threshold increase of:

- ▲ more than 40 in a Band 1 SA2
- ▲ more than 20 in a Band 2 SA2.

How to lodge this form

@ gaming.applications@liquorandgaming.nsw.gov.au
Include 'GMXL0C GME Lease Transfer – Registered Club' in the subject line.

✉ Liquor & Gaming NSW
Att: Business Licensing
GPO Box 7060
Sydney NSW 2001

Please provide all pages of this application and your payment. There's no need to attach this introduction page.

Need more information?

🔗 liquorandgaming.nsw.gov.au

@ [Contact us online](#)

☎ 1300 024 720

Your privacy

We will handle your personal information in accordance with the *Privacy and Personal Information Protection Act 1998*. It is being collected by Liquor & Gaming NSW and will be used for the purpose of processing your application and may be disclosed to other Government agencies for this purpose. All LIAs (both pending and determined) can be viewed on the LIA public register available online at liquorandgaming.nsw.gov.au. You have the right to request access to and correct details of, your personal information held by us. You can access further information on privacy at liquorandgaming.nsw.gov.au.

continue overleaf

Before you complete this form *continued*

Cost

- ▲ The fee for this application is available in the [gaming machine licence and application fee schedule](#).
- ▲ Fees paid for by credit card will include a 0.4% surcharge. No GST applies.
- ▲ A levy of 5% of the lease amount (rounded to the nearest dollar) or \$1,000 per lease for each year the lease operates (whichever is higher), is payable by the lessee (Registered Club receiving the GME's). You will be invoiced for this amount when your application is assessed.

Pre-lodgement checklist

**Please ensure you have filled out the relevant sections.
If information is missing, processing this application will be delayed and the application may be withdrawn.**

- Have you answered all questions in Parts 1 to 5?
- Have you read and signed Part 6?
- Have you completed your credit card details or enclosed payment?

I have attached:

- Additional pages for interested parties
- Cheque or money order for application payment

How this request will be processed

When this request has been processed, all venues involved will receive a copy of their updated licence documents by email.

Explanation of terms

Term	Definition
Applicant	The person or organisation qualified to make this application. The applicant may nominate a legal or other representative to be their contact person regarding this application.
Gaming machine	A gaming machine, also known as a poker machine or a 'pokie', is an electronic device designed for gambling.
Gaming machine entitlement / poker machine permits	A venue must hold a gaming machine entitlement (GME) or poker machine permit (PMP) (hotels only) for each gaming machine operated.
Gaming machine threshold	The gaming machine threshold (GMT) is a number which limits how many gaming machine entitlements (GMEs), and for hotels, poker machine permits (PMPs) – that a club or hotel licence can hold. A venue must have a GME or PMP for each gaming machine operated. A hotel's GMT cannot exceed 30.
Local impact assessment	A local impact assessment (LIA) may be required when a hotel or registered club applies to increase its gaming machine threshold to operate more gaming machines, or where a hotel or club changes location.
LIA public register	Details of determined and pending local impact assessments are available on the LIA public register on the L&GNSW website. The register contains a list of LIAs that clubs and hotels have lodged, together with an application to increase the GMT.

OFFICE USE ONLY	GMXL0C
By	<input type="checkbox"/> Email <input type="checkbox"/> Mail
Date lodged	DD / MM / YYYY
Amount paid	\$
Receipt no.	
Application no.	
Finalised by	
Date finalised	DD / MM / YYYY
Notification issued	DD / MM / YYYY

Part 1 The Lessee (the Secretary of the club leasing in the GMEs)

Mr Ms Mrs Miss Other

Given name

Family name

Email

Contact phone

Representative of the lessee (if not the applicant)

The person we will contact if additional information is required at any stage during the application process. This may be a legal or other representative. If section below is left blank, we will contact the applicant directly.

Mr Ms Mrs Miss Other

Given name

Family name

Relationship to applicant e.g. solicitor, company secretary, consultant

Business name If applicable

Email

Contact phone

Part 2 Gaming machine threshold and local impact assessment (LIA)

Does the club buying the entitlements have a sufficient gaming machine threshold for the premises to which the entitlements are being transferred in order to acquire the entitlements?

Yes Go to Part 3

No

- Before you complete this form, you must lodge the correct gaming machine threshold increase application, and it must be approved. To find out more, including which application to complete, search for 'gaming machine threshold increase' at liquorandgaming.nsw.gov.au.
- You may need to provide a LIA before you can lodge a gaming machine threshold increase application'. For more information on the LIA process, search for 'local impact assessment' at liquorandgaming.nsw.gov.au.

Part 3 The Lessee (club leasing in the GMEs)

Liquor licence
LIQ C 3

Premises name

Premises address

continue overleaf

Suburb/town/city

State

Postcode

Local Government Area (LGA)

SA2

SA2 Band (select one)

 1 2 3

Daytime phone

Email

Is the premises part of, or adjoining, an existing or proposed retail shopping centre as defined in section 4 of the *Gaming Machines Act 2001*?

Yes

No

Part 4 The Lessor (club leasing out the GMEs)

Do you have a GMT of more than 30?

Yes You are ineligible to participate in a GME leasing arrangement.

No

Liquor licence

LIQ C 3

Premises name

Premises address

Suburb/town/city

State

Postcode

Local Government Area (LGA)

SA2

SA2 Band (select one)

1 2 3

Club secretary

Name

Email

Contact phone

Signature

Number of GMEs to be transferred from this venue

Lease price (inc. GST)

\$

Representative of the seller (if not the applicant)

Name:

Email:

Contact phone

continue overleaf

Part 5 Applicant declaration

- ▲ I declare that I am 18 years or older and I am authorised to lodge this application.
- ▲ I declare that the contents of this application including attachments are true, correct and complete and that I have made all reasonable enquiries to obtain the information required to complete this application.
- ▲ I undertake to notify as soon as possible Liquor & Gaming NSW (L&GNSW) of any change to the information in this application if the information changes before the application is determined.
- ▲ I acknowledge that under s. 36 of the *Gaming and Liquor Administration Act 2007* and s. 307A of the *Crimes Act 1900* it is an offence to provide false, misleading or incomplete information in this application.
- ▲ I acknowledge that failure to provide all required information will result in the application being rejected.
- ▲ I understand that specific details I have supplied in this application may be 'personal information' under the *Privacy and Personal Information Protection Act 1998*. Personal information is any information or opinion that identifies an individual, or enables someone to identify an individual.
- ▲ I acknowledge that L&GNSW is collecting information to enable processing of the application. I also understand that L&GNSW will use this information for its intended purpose only, store the information securely, and allow the applicant or licensee to access and update the information. When processing this application, L&GNSW may disclose information to other Government agencies.

Name of secretary of lessee club

Signature

Date

Part 6 Payment for this application

The fee for this application is available in the [gaming machine licence and application fee schedule](#). Fill in the fee below.

Please pay by:

Credit card Cheque Money order

Payment amount \$

Credit card payments

A surcharge of 0.4% will be added to credit card payments.

Card type MasterCard Visa

Card number

Name on card

Expiry date

Cardholder signature

Date

Cheque and money order payments

Make payable to 'Liquor & Gaming NSW'.

For cheques, please cross and mark 'Not negotiable'.

Drawer name

Part 6A Payment of the Lease Levy

A levy of 5% of the lease amount (rounded to the nearest dollar) or \$1,000 per lease for each year the lease operates (whichever is higher), is payable by the lessee (Registered Club receiving the GME's). You will be invoiced for this amount when your application is assessed.