**APPLICATION / RENEWAL FORM FOR REGISTRATION OF NON-COMMERCIAL SOCIETY LOTTERY**

Wealden District Council

*This form is prescribed by regulation 3(a) of the Gambling (Small Society Lotteries)*

**Please return this form to:**
Rother and Wealden Shared Environmental Health Service, Town Hall, Bexhill-on-Sea,
East Sussex TN39 3JX

**If you are completing this form by hand, please write legibly in block capitals using ink.**

## Section A – Details of society applying for registration

Name of Society ……

Address (including Postcode) of office or head office of society

……

……

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…….. Post Code ……..……

Telephone number of society ……...

E-mail address of society ……..

Please state the purpose(s) for which the society is established and conducted

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Has the society held an operating licence in the period of five years ending with the date of this application?

- □ Yes
- □ No

If the Answer is 'Yes' has the operating licence been revoked in the period of five years ending with the date of this application?

- ☐ Yes
- ☐ No

If the answer is 'Yes', please state the reason and/or include a copy of the notice of revocation

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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 the person applying on behalf of society

Title Mr☐ Mrs☐ Miss☐ Ms ☐ Other ……..

Name …..……..……

Position in society ……..……

Address (including postcode)

……..……

……..……

…….. Post Code ……..……

Daytime telephone number ……..……..……..……

E-mail address ……..……

**Fee**
Payment of the registration fee of £40 or (£20 for renewal) can be paid online by using the following link:- https://onlinepayments.wealden.gov.uk/live/webpayments/ml_webpayselect.asp
or alternatively payment can be made by card, by telephoning the Environmental Health Department on 01424 787550. **Cheques are no longer accepted as payment.**

## Section C – Contact details for correspondence associated with this application

Please tick one box as appropriate to indicate address for correspondence in relation to this application:

- ☐ See address in section A
- ☐ See address in section B
- ☐ See address below

Address (including postcode)

……

……

……

…….. Post Code ……..……

Contact Details:

Home. …….. Work…….

Mobile …… E-mail address …….

## Section D – Declaration

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

☐ Yes
☐ No

b. **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:…….. Position in society ……

**licensing@rother.gov.uk**

**01424 787550**

# APPLICATION FORM FOR REGISTRATION OF NON-COMMERCIAL SOCIETY

**Guidance Notes:**

- To submit an application for a small society lotteries registration, the society must fall into the following categories:
    - Society Status – the society in question must be non-commercial; and
    - Lottery size – the total value of tickets to be put on sale per single lottery must be £20,000 or less, or aggregate value of tickets to be put on sale for all their lotteries in a calendar year must not exceed £250,000.
- The promoting society must, throughout the period during which the lottery is promoted, be registered with a licensing authority.
- The licensing authority with which a small society lottery is required to register must be in the area where their principal office is located.
- Applications for a small society lottery must be on the prescribed form and be accompanied by the both the registration fee of £40 and all the necessary documents required by the licensing authority to assess the application accordingly.
- New applicants must supply a copy of their terms and conditions of their constitution to establish that they are a non-commercial society.
- Registrations run for an unlimited period, unless the registration is cancelled.
- For registrations to continue to run an annual fee of £20 is payable on 1st January each year. Failure to pay will result in your registration being revoked.