

Service Request No. \_\_\_\_\_

**APPLICATION FOR CLASS 4 GAMING**

In accordance with the Kapiti Coast District Council Class 4 Gambling Policy 2019 & Section 99 of the Gambling Act 2003

To: Gambling Venue & Machine Consents  
Team Leader, Environmental Health, Compliance & Licensing  
Kapiti Coast District Council  
Private Bag 60 601  
PARAPARAUMU 5254

This application for Class 4 gaming is made in accordance with the details set out below:

**1. INTENT OF APPLICATION**

Please indicate the purpose of this application:

A new Class 4 gaming venue .....

Additional Class 4 gaming machines in an existing venue .....

The relocation of an existing Class 4 gaming venue .....

Other (please specify): \_\_\_\_\_

**2. DETAILS OF APPLICANT, PREMISES, & GAMING MACHINE SUPPLIER**

**A. APPLICANT'S COMPANY DETAILS**

(a) Name and address: \_\_\_\_\_  
\_\_\_\_\_

(b) Postal address: \_\_\_\_\_  
\_\_\_\_\_

(c) Daytime contact (name and telephone): \_\_\_\_\_  
\_\_\_\_\_

**B. PREMISES**

**For additional gaming machines at an existing venue -**

(a) Address of premises: \_\_\_\_\_  
\_\_\_\_\_

(b) Trading name for premises (if any):

\_\_\_\_\_

(c) Does the applicant own the premises? YES / NO

(i) If no, please provide written permission that the owner of the premises consents to this application for additional gaming machines at the venue.

**For a new Class 4 gaming venue or the relocation of an existing Class 4 gaming venue -**

(d) Address of proposed premises: \_\_\_\_\_

\_\_\_\_\_

(e) Trading name for proposed premises:

\_\_\_\_\_

(f) Does the applicant own the proposed premises? YES / NO

(i) If no, what is the full name and address of the owner? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**C. GAMING MACHINE SUPPLIER**

(a) Company name: \_\_\_\_\_

(b) Address: \_\_\_\_\_

(c) Postal address: \_\_\_\_\_

(d) Contact name: \_\_\_\_\_

(e) Telephone: \_\_\_\_\_

(f) Email: \_\_\_\_\_

**D. OTHER**

(a) Attach any other information you would like the Council to consider about the applicant, premises (existing or proposed), and the gaming machine supplier.

**E. PLEASE PROVIDE THE FOLLOWING INFORMATION TO ENABLE THE COUNCIL TO DETERMINE YOUR APPLICATION:**

- (a) Are the (existing or proposed) premises within 100 metres of sensitive sites, such as schools, early childhood centres, kindergartens, after school care facilities, places of worship or other community facilities?

YES / NO

If yes, please describe the nearby sensitive sites:

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- (b) What staff training or policy arrangements have been made (or are planned) to minimise problem gambling at the venue? *Attach further information if required.*

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- (c) Please provide a floor plan showing the location of the gaming machines and gaming machine area in relation to other parts of the premises.

- (d) List the names of management staff who will be working in the premises:

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**For additional gaming machines at an existing venue -**

- (e) The current number of gaming machines in your venue: \_\_\_\_\_

- (f) The number of additional gambling machines requested: \_\_\_\_\_

*(Please see the Kapiti Coast District Council Class 4 Gambling Policy 2019 for gaming machine limits in new and existing venues.)*

- (g) If the existing venue is being run as a Club, what is your current membership? \_\_\_\_\_

**For a new Class 4 gaming venue or the relocation of an existing Class 4 gaming venue –**

(h) The number of gambling machines to be installed: \_\_\_\_\_

*(Please see the Kapiti Coast District Council Class 4 Gambling Policy 2019 for gaming machine limits in new and existing venues.)*

(i) If the application is the result of a club(s) merger, what is your likely new membership number? \_\_\_\_\_

**F. PRIMARY PURPOSE OF VENUE**

Is the primary activity of the venue for?

Sale of alcohol.....

Sale of alcohol & food.....

TAB.....

Sporting activity.....

Other (please specify): \_\_\_\_\_

**G. APPLICATION FEE**

Applications are processed in accordance with the Environmental Compliance Officer hourly rate for extraordinary activities as set in the section 'General compliance fees – Environmental Protection' in the Kapiti Coast District Council Long Term Plan 2018-38.

Fees and charges are regularly reviewed and may be amended through the Annual Plan/Long Term Plan process. For potential fee updates, please see the latest Annual Plan.

DATED this \_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
Applicant

NOTE: The information provided on this form will be used to process your application. Only Kapiti Coast District Council licensing inspectors will have direct access to this information. In appropriate circumstances, this information may be shared with other staff. The information requested is required under the Gambling Act 2003. Under the Privacy Act 1993, you have right of access to personal information about you held by the Kapiti Coast District Council. You are also entitled to request that information about you be corrected.