

BEFORE COMMENCING THE APPLICATION **PLEASE READ THE INSERT PROVIDED**
IF YOU REQUIRE ASSISTANCE CONTACT THE LIQUOR AND GAMING BRANCH ON
(03) 6166 4040 - HOBART OR (03) 6777 2777 - LAUNCESTON

ASSOCIATE APPLICATION FORM

CHECKLIST PLEASE ENSURE REQUIREMENTS FOR EACH ITEM ARE COMPLETE BEFORE SUBMITTING THIS APPLICATION

- All questions are answered and details provided where required - ensure you write in **BLOCK LETTERS** in **BLACK** or **BLUE** pen. If a question does not apply to you state **N/A** in response to that question. If space available is insufficient, please supply the required information on an attached page and precede each answer with the number applicable to the question.
- Provide two (2) identification documents, one of these must be a form of photo identification (e.g. passport or Driver Licence).** For further information regarding accepted photo identification please refer to page 5 of the application.
- The correct application fee is enclosed.

You may be requested to provide additional information as part of the assessment of your application.

REASON FOR ASSOCIATE APPLICATION

PLEASE TICK

- | | |
|---|--------------------------|
| 1. Associate of an applicant or current holder of a Licensed Premises Gaming Licence | <input type="checkbox"/> |
| 2. Associate of an applicant for listing or an associate of a currently listed company on the Roll of Recognised Manufacturers, Suppliers and Testers of Gaming Equipment | <input type="checkbox"/> |
| 3. Associate of a n applicant or a current holder of a Tasmanian Gaming Licence | <input type="checkbox"/> |
| 4. Associate of an applicant or a current holder of a Foreign Games Permit | <input type="checkbox"/> |

THIS DOCUMENT AND ITS CONTENTS WILL REMAIN STRICTLY CONFIDENTIAL
TO THE LIQUOR AND GAMING BRANCH AND THE TASMANIAN LIQUOR AND GAMING COMMISSION.

1. FULL NAME OF APPLICANT (Note: The applicant must be at least 18 years of age)

TITLE	SURNAME	GIVEN NAME
MIDDLE NAME/S	DATE OF BIRTH	PLACE OF BIRTH (TOWN/ STATE/ COUNTRY)

2. HAVE YOU BEEN KNOWN BY ANY OTHER NAMES?

(For example, maiden name, married name, family name, change by deed poll etc.)

GIVE DETAILS:

3. CONTACT DETAILS (The Commission will contact you via email)

WORK:	HOME PHONE:	MOBILE / AH
EMAIL ADDRESS:		

4. CURRENT RESIDENTIAL ADDRESS

		POSTCODE:
FROM (month and year)	TO (month and year)	

5. POSTAL ADDRESS (If different from residential)

		POSTCODE:

6. PREVIOUS RESIDENTIAL ADDRESS

		POSTCODE:
FROM (month and year)	TO (month and year)	

7. DO YOU HAVE A CURRENT DRIVER LICENCE? NO YES (If YES complete below)

LICENCE NUMBER	EXPIRY DATE	PLACE OF ISSUE

8. HAVE YOU LIVED OUTSIDE OF TASMANIA IN THE PAST 10 YEARS? NO YES (If YES complete below)

GIVE DETAILS

9. DETAILS OF THE WITNESS TO YOUR IDENTIFICATION

TITLE	SURNAME	GIVEN NAME
OCCUPATION	TELEPHONE	CATEGORY OF WITNESS

10. HAVE YOU EVER BEEN EMPLOYED IN THE GAMING INDUSTRY? NO YES (If YES provide details)
 (i.e. casino, keno/gaming machine venue or gaming regulatory authority)

LICENCE TYPE AND NUMBER
PLACE AND YEAR OF ISSUE
NAME OF CONTROL AUTHORITY

11. ARE YOU CURRENTLY EMPLOYED? NO YES (If YES complete below)

CURRENT OCCUPATION	PRESENT EMPLOYER
ADDRESS	
POSTCODE:	
FROM (month and year)	

12. HAVE YOU EVER BEEN CONVICTED OF AN OFFENCE IN TASMANIA OR ELSEWHERE (whether as a juvenile or an adult)?
 NO YES (If YES provide details)

NATURE OF OFFENCE	LOCATION	DATE

13. HAVE YOU EVER BEEN BANKRUPT OR ARE YOU CURRENTLY AN UNDISCHARGED BANKRUPT?
 NO YES

14. CONSENT TO FINGERPRINT

I consent to being fingerprinted and palm printed for the Tasmanian Liquor and Gaming Commission.

NO YES (If NO your application may be refused by the Tasmanian Liquor and Gaming Commission)

15. IS THERE ANYTHING ELSE YOU WISH TO DISCLOSE WHICH YOU CONSIDER WOULD BE RELEVANT TO THE TASMANIAN LIQUOR AND GAMING COMMISSION'S CONSIDERATION OF YOUR APPLICATION?

NO YES (If YES provide details)

THE APPLICANT IS REQUIRED TO COMPLETE **BOTH** THE
'STATUTORY DECLARATION' AND THE 'AUTHORITY AND CONSENT' SECTIONS

STATUTORY DECLARATION

I, _____
(Full Name of Applicant)

Of _____
(Address of Applicant)

DO SOLEMNLY AND SINCERELY DECLARE:

- (a) I have personally completed all the information required in this application form; and
- (b) I certify that the particulars contained in the completed application form are true and correct in every detail and fully disclose the information required to complete this application.

AND I MAKE THIS SOLEMN DECLARATION by virtue of the *Oaths Act 2001*.

(Signature of Applicant)

DECLARED at _____
(Place of declaration e.g. Hobart)

In the State of _____
(State of declaration e.g. Tasmania)

This _____ day of _____ 20_____

Before me _____
(Signature of Witness)

(Name and occupation of Acceptable Witness)

(Category of Witness)

AUTHORITY AND CONSENT

To: All courts, Government Departments, employers, educational institutions, banks, financial and other institutions, all agencies - Federal, State and Local Governments, without exception to both foreign and domestic and to whomsoever else this authorisation and consent may be duly presented.

From: _____
(Full Name of Applicant)

of _____
(Address of Applicant)

Date of Birth: ____/____/____

Telephone (M) _____

I hereby authorise and consent to the Tasmanian Liquor and Gaming Commission and any member of the Liquor and Gaming Branch to obtain information (including financial and other confidential information) concerning myself. I also consent to my information being checked with the document issuer or official record holder for the purpose of confirming my identity. A photocopy of this Authority and Consent will be considered as effective and as valid as the original.

One of the purposes for which this Authority and consent has been given is to satisfy section 18n(1)(ga) of the *Commonwealth Privacy Act 1988* which provides that the personal information in possession of any credit provider can only be disclosed to another person where there is written authorization by the applicant to do so.

(Signature of Applicant)

Date: ____/____/____

(Signature of Witness)

(Name and Address of Acceptable Witness)

CATEGORY OF ACCEPTABLE WITNESSES (NOTE: A family member is NOT an acceptable witness)

1. A Commissioner for Declarations	5. A legally qualified medical practitioner
2. A Justice of peace or bail justice	6. A pharmacist
3. A member of the police force	7. An authorized person of the Tasmanian Liquor and Gaming Commission
4. A barrister an solicitor of the Supreme Court	

Applications may be lodged in person, by post or faxed to the contact details below.

Email: gaming@treasury.tas.gov.au
Web: www.gaming.tas.gov.au
Fax: (03) 6173 0218

HOBART
Salamanca Building Parliament Square
4 Salamanca Place HOBART
Ph: (03) 6166 4040

MAILING ADDRESS
GPO Box 1374
HOBART TAS 7001

LAUNCESTON
3RD Floor Henty House
1 Civic Square LAUNCESTON
Ph: (03) 6777 2777



Associate Application

WHEN IS THIS APPLICATION REQUIRED

The Associate application form is to be completed to enable the Tasmanian Liquor and Gaming Commission to conduct suitability checks in regard to the following:

- An associate of an applicant for a Licensed Premises Gaming Licence;
- An associate of an applicant for listing on the Roll of recognised Manufacturers, Suppliers and Testers of gaming equipment;
- An associate of an applicant for a Tasmanian Gaming Licence; or
- An associate of an applicant for a Foreign Games Permit.

MEANING OF AN ASSOCIATE

A person is an associate of an applicant if:

- They hold or will hold any relevant financial interest or exercise any relevant power;
- They hold or will hold any relevant position in the gaming operation business of the applicant; or
- Is a relative of an applicant

ELIGIBILITY

Applicants must be 18 years of age or over. An application may be rejected if the applicant has been convicted of an offence which involves dishonesty or any offence punishable by imprisonment of three or more months. An applicant must generally be considered by the Tasmanian Liquor and Gaming Commission to be sufficiently honest and trustworthy.

In assessing your suitability the Commission may contact various organisations including the following:

- Tasmania Police
- Australian Securities and Investments Commission
- Registrar of Births, Deaths and Marriages
- Gaming Regulatory Authorities
- Credit Agencies
- Financial Institutions

You are required to give authority and consent to the Commission to obtain information (including financial and other confidential information) relevant to your application.

PROBITY REQUIREMENTS

Applicants are not required to be fingerprinted unless the Commission determines otherwise.

All new applicants **must consent to being fingerprinted**, irrespective of whether this takes place. Please do not have your fingerprints taken unless requested by the Commission.

If you think you may be entitled to claim a right of non-disclosure in relation to offences, you should check with the Privacy Commissioner on the Privacy hotline: 1300 363 992 (toll free).

DESTRUCTION OF FINGERPRINTS AND PALM PRINTS

Section 162 of the *Gaming Control Act 1993* provides for all fingerprints and palm prints obtained by the Commission to be destroyed by the Commission as soon as the Commission has no further use for them. The Commission will destroy fingerprints where an application is refused.

DOCUMENTS WHICH MUST ACCOMPANY YOUR APPLICATION

Two copies of identification documents from the list below must be included with your application. One of these **must be** a form of photo identification. All documents must be certified copies. The copies need to be endorsed with the words **“Original Sighted” signed (witness name)**.

- Birth Certificate
- Department of Immigration and Multicultural Affairs Certificate of Evidence of Resident Status
- Citizenship Papers
- Medicare Card
- Australian Passport
- Plastic Bank or Credit Card, with signature
- Overseas Passport/Visa
- Tertiary Student Identity Card
- Driver Licence (can be expired up to 2 years)
- Department of Veterans' Affairs/Centrelink Pensioner Concession Card
- Firearm Licence
- Security Guard/Crowd Controller Licence
- Department of Immigration and Multicultural Affairs-issued travel documents, including a visa
- Births Deaths & Marriages Change of Name/Marriage Certificate or Deed Poll (to prove name change).

ACCEPTABLE WITNESSES

The following are acceptable categories of witnesses:

- A Commissioner for Declarations
- A Legally qualified Medical Practitioner
- A Justice of the peace or Bail Justice
- An Authorised Person of the Tasmanian Liquor and Gaming Commission
- A member of the Police force
- A Pharmacist
- A Barrister and Solicitor of the Supreme Court

APPLICATION FEE

The prescribed fee for the application for an Associate is \$126.40. Should you be required to have your fingerprints taken by the Tasmanian Liquor and Gaming Commission, further fees may apply.

Application fees are non-refundable once an application has been registered. The fee can be paid by:

- Credit Card - use the inserted Credit Card Authority
- Money Order
- Cheque made payable to the Tasmanian Liquor and Gaming Commission

Your application should be forwarded to the Liquor and Gaming branch either in person or by mail.

PERSONAL INFORMATION PROTECTION STATEMENT

1. Personal information will be collected from you for the purpose of determining your application and will be used by the Liquor and Gaming for managing, assessing, advising upon and determining the relevant application and may be used for other purposes permitted by the *Gaming Control Act 1993* and Regulations.
2. You are required to provide this information by the *Gaming Control Act 1993* and Regulations. Failure to provide this information may result in your application not being able to be processed or the service not being able to be provided.
3. Your personal information will be used for the primary purpose for which it is collected, and may be disclosed to contractors and agents of the Liquor and Gaming Branch, the Tasmanian Liquor and Gaming Commission, law enforcement agencies, debt collection and other finance agencies for the purposes of conducting a credit check, courts and other organisations authorised to collect it.
4. Your basic personal information may be disclosed to other public sector bodies where necessary for the efficient storage and use of the information.
5. Personal information will be managed in accordance with the *Personal Information Protection Act 2004* and may be accessed by the individual to whom it relates on request to the Department. You may be charged a fee for this service. Further information on the Department's policies in relation to the *Personal Information Protection Act 2004* can be found at <http://www.treasury.tas.gov.au/pip>

LIQUOR AND GAMING CONTACT DETAILS

Salamanca Building Parliament Square
4 Salamanca Place HOBART TAS 7000
Telephone: (03) 6166 4040 Facsimile: (03) 6173 0218

Level 3 Henty House 1 Civic Square LAUNCESTON TAS 7250
Telephone: (03) 6777 2777 Facsimile: (03) 6173 0218

GPO Box 1374 HOBART TAS 7001 Australia
Email: gaming@treasury.tas.gov.au Web: www.gaming.tas.gov.au

17/149404

CREDIT CARD AUTHORITY

Name of Applicant:-
Venue / Premises:-

Name on Credit Card:-
Acceptable Credit Cards (please tick):- MasterCard <input type="checkbox"/> Visa <input type="checkbox"/>

Credit Card No _____/_____/_____/_____	Expiry Date ____/____
Card Verification Number (last 3 digits on signature panel)	____ _

Signature of credit card holder:-	
Total amount to be debited	\$ _____

(Office use only)

PAYMENT NO:-		ENTERED BY:
--------------	--	-------------

LIQUOR AND GAMING CONTACT DETAILS

Salamanca Building Parliament Square
4 Salamanca Place HOBART TAS 7000
Telephone: (03) 6166 4040 Facsimile: (03) 6173 0218

Level 3 Henty House I Civic Square LAUNCESTON TAS 7250
Telephone: (03) 6777 2777 Facsimile: (03) 6173 0218

GPO Box 1374 HOBART TAS 7001 Australia
Email: licensing@treasury.tas.gov.au Web: www.liquorlicensing.tas.gov.au

Liquor and Gaming Branch
Department of Treasury and Finance

