Club gaming and machine permit renewal guidance
(SCOTLAND)

Please use this guidance note in conjunction with the Application form for club gaming or club machine permit, which can be found in Schedule 1 of the Club Gaming and Club Machine Permits (Scotland) Regulations 2007.

The form has been designed to be used in a number of different circumstances. Please see the following examples which should help you to understand which sections from A to D you need to complete to renew your permit. All applicants must also complete sections E, F, G and H.

1) If you are a members club applying for the renewal of a Club gaming or Club machine permit:

Section A  Club gaming permit - Tick the third box
Club machine permit – Tick the fourth box

Section B  Do not complete this section

Section C  Please enter the name of the club applying for the permit and the premises address at which it will provide gaming facilities.

Section D  Answer questions 17 to 22.

2) If you are a commercial club applying for the renewal of a Club machine permit:

Section A  Tick the fourth box (commercial clubs cannot apply for a club gaming permit)

Section B  Do not complete this section

Section C  Please enter the name of the club applying for the permit and the premises address at which it will provide gaming facilities.

Section D  Answer questions 17 to 22.

3) If you are a miners welfare institute applying for the renewal of a Club gaming permit or Club machine permit

Section A  Club gaming permit - Tick the third box
Club machine permit – Tick the fourth box

Section B  Do not complete this section

Section C  Please enter the name of the institute applying for the permit and the premises address at which it will provide gaming facilities.

Section D  Answer questions 13 to 16.