

## 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.