

AMUSEMENT GAME CENTRES ORDINANCE, CAP. 435

APPLICATION FOR RENEWAL OF LICENCE

(Please read the notes and the guide attached before completing your application)

See
Note 1

A. Particulars of Licensee

- 1. Name of Licensee : (Mr/Miss/Mrs.*) _____
- 2. Name in Chinese : _____ 3. HK I/D Card No.: _____
- 4. Residential Address : _____

- 5. Residential Tel. No. : _____
- 6. Address of Licensed Premises : _____

- 7. Tel. No. : _____ 8. Fax No. : _____
- 9. Pager/Mobile Tel. No.: _____

See
Note 2

10. Status of Licensee:

- Sole proprietor
- Partner on behalf of a partnership
- Employee on behalf of :
 - a sole proprietorship
 - a partnership
 - a body corporate
 - others (Please specify) _____

and my position is _____

Director/shareholder on behalf of a body corporate

others (Please specify) _____

See 11. Name of Business : _____
Note 3

See 12. I wish to apply for renewal of licence:
Note 4

for one year for less than one year up to _____

See 13. I wish to collect the new licence at :
Note 5

Gloucester Road Post Office

Kowloon Central Post Office

Sha Tin Central Post Office

Tsuen Wan Post Office

See 14. Other Remarks : _____
Note 6

* Delete if not applicable

Tick (✓) as appropriate

B. Declaration

I declare that the information supplied by me in this application and the documents attached are, to the best of my knowledge and belief, both true and correct.

I declare that I shall observe the relevant provisions in the Amusement Game Centres Ordinance and all the licence conditions governing the operation of amusement game centres.

Date : _____

Signature : _____

WARNING

Any person who furnishes any information which he knows or has reason to believe to be false in any material particular or by reason of the omission of any material particular or furnishes any information without any belief in the truth or accuracy of the information supplied shall be guilty of an offence under the Amusement Game Centres Ordinance (Cap. 435) and may prejudice the application. This Authority may invoke section 9(2)(b) of the said Ordinance to revoke the licence even after the application for renewal of licence has been approved.

Television and Entertainment Licensing Authority
November 2001

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Note

- (1) An application for renewal of licence must be signed and submitted by the licensee not less than **60 days prior to the expiration of the existing licence** with the following documents:
 - (a) three copies of the layout plan approved for the current licence and endorsed by the licensee to be a true and accurate representation of the layout of the centre.
 - (b) a photocopy of the Periodic Test Certificate (Form WR2) issued by a registered electrical worker, with the endorsement of Director of Electrical and Mechanical Services, and endorsed by the licensee to be a true copy of the certificate. Form WR2 is valid for two years from the date of issue. Form WR2 will be accepted only if it has a valid period covering no less than six months or half of the licence period under application, or whichever is the less. In case the validity period of the WR2 is less than six months or half of the licence period under application, it should at least cover the first month of the licence period under application and the licensee should confirm in writing that a fresh WR2 will be submitted before the expiry date of the existing WR2.
 - (c) a photocopy of the Fire Service Installations and Equipment Certificate (FS 251) issued by a registered fire service installation contractor and endorsed by the licensee to be a true copy of the certificate. A Fire Service Installations and Equipment Certificate (FS 251) is valid for one year from the date of issue. A certificate will be accepted only if it has a validity period covering no less than six months or half of the licence period under application, whichever is the less.

If you wish to renew your licence on the basis of a new layout for your centre, you should submit an application for alteration to the layout of centre with/without any change in the number/type of machines or change in the type of centre (Form T2), alongside your application for renewal of licence.

- (2) If there has been a change in the status of the licensee or in the ownership of the centre within the past 12 months, the licensee should submit an up-to-date certified copy of the business registration document (BR Form 1) issued by the Inland Revenue Department.
- (3) State the name of your business according to your business registration.
- (4) State the period you wish to have your licence renewed. If you wish to renew your licence for less than one year, specify the last date of your licence under application.
- (5) Offices where you may collect your new licence are :-

Gloucester Road Post Office - 1/F, Revenue Tower,
5 Gloucester Road, Wanchai, Hong Kong.

- Kowloon Central Post Office - G/F, Kowloon Government Offices,
405 Nathan Road, Kowloon.
- Sha Tin Central Post Office - 1/F, Citylink Plaza, 1 Shatin Station Circuit,
Shatin, NT.
- Tsuen Wan Post Office - 1/F, Tsuen Wan Government Offices Building,
38 Sai Lau Kok Road, Tsuen Wan, N.T.

- (6) Explain in writing if you fail to submit your application at least 60 days prior to the expiration of your current licence or any other matters relating to your application.
- (7) The personal data provided by you in this application form will be used for the following purposes :
- (a) to facilitate assessment of the application for renewal of licence;
 - (b) to facilitate enforcement of the laws, regulations or condition in respect of the licence; and
 - (c) to facilitate communication between Government and yourself on your application and other relevant licensing matters.

The form must be completed in full. If you do not provide sufficient information, we are unable to process your application.

- (8) The personal data you provide may be transferred to other Government Bureaux and departments for the purposes mentioned in paragraph (7) above.
- (9) For correction of or access to personal data given by you in this form, please contact the Licensing Officer (Amusement)11 at 2594 5813.

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