



GAMING PREMISE (CASINO) LICENSE **APPLICATION GUIDELINES**

Who can apply?

A significant investment in a 4 or 5 Star Hotel or Resort and not only offering gaming as its main attraction.

Gaming Premises (Casino) licence holders must establish a resort of international standards with a minimum of 50 rooms and respective tourist amenities and entertainment besides gaming for it to be considered.

The renewal of Gaming Premises (Casino) licenses will be subject to their compliance of all the conditions in their license which will also include the maintenance of high standards of their hotel and related amenities.

Legal Documents:

- Gaming Control (General Regulation of Licensed Gaming Premises) Regulations, Regulations Revised Edition 2003(**The fees and application details are in this document**)
- Gaming Control (Gaming Tokens and Equipment) (Descriptions and Physical Characteristics) Regulations Revised Edition 2003. This regulation provides a thorough explanation of the purpose and proper usage of gaming chips, roulette tables and balls, gaming plaques, blackjack, craps, baccarat tables, cards, and die used for gaming.
- Gaming Control (Licensed Gaming Premises) (Accounting and Internal Control) Regulations, Revised Edition 2003. This regulation provides a complete coverage on the methods consisting of the handling of chips and winnings in the casino during opening hours.
- Gaming Control (Casino Games) Regulations, Revised Edition 2003. This regulation explains the gaming procedures for games, including craps, blackjack, baccarat-punto blanco, baccarat – chemin de fer, roulette, wheel of fortune, etc. It highlights the schemes and procedures necessary to the playing of these games.

Fees:

1. **Non-refundable Application fee – \$5,000.00**

<u>Payment Details:</u>	Gaming Premises non-refundable application fee (BZ\$5,000.00)
Cost Centre	24028
Item	10606
Program	120
Activity	15

2. **Annual license fee based on the number of rooms:**

- 50 – 60 rooms: US \$60,000
- 61 – 199 rooms: US \$125,000
- 200 or more rooms: US \$300,000

3. **Taxes:**

- 15% withholding tax on winnings in excess of \$1,000.
- 8% business tax (payable monthly) on gross earnings (Gaming Tax).
- US \$125,000 cash deposit or Bond to be used towards business tax or winnings due.

How to Apply

Applicants shall submit 5 bounded copies of the completed application form, business plan, and required documentation to the **Chairman, Gaming Control Board, Investment Policy & Compliance Unit, Ministry of Investment, No.46 Nanche Street, Belmopan Villas, Belmopan, Cayo, Belize**. Applicants must also submit 2 USBs with electronic copies of the consolidated package in pdf which must contain: the application form, business plan, and required documents.

(Please note that documents such as the application form, fingerprints document, reference letters etc. cannot be more than 6 months old)

1. Letter of interest addressed to the Chair of the Gaming Control Board which will briefly introduce the project and the applicants.
2. The application form can be found in the First Schedule of the Gaming Control (General Regulation of licensed gaming premises), Regulations Revised Edition 2003 (pages 28 – 35), which can be found at Print Belize. The application shall be annexed to the business plan.

3. Project proposal shall be submitted in business plan format including:

➤ **Executive Summary (must include the following):**

- Company Name and Location (address) of the operating business
- Brief description of the project and its amenities
- Proposed Investment Value
- Proposed Employment Number
- Indication of Source of Funds: for Capital Investment to allow commencement of operation
- Brief summary of revenues and benefits to be earned

➤ **Overview or Introduction**

- Name and contact information (with email) of the Official Contact responsible for the submission of the application
- List of current shareholders, inclusive of ultimate beneficial owners in natural person who own more than 10% of shares
- General company information

➤ **Objectives (Background and Scope of Project including detailed description of activities and benefits):**

- Background (Location of project and size of property and company; description and objective of the project; description of facilities and services being offered; benefits of the project; scope of project; detailed description of project sponsors; background on company and/or applicant such as previous year's performance, assets and liabilities etc; experience in the sector and awareness of other suppliers of the same or similar services in the country/region.)
- Benefits of the project

- **Marketing Strategy (should be aimed at the Tourism Market)**
 - Market Demand
 - Size and demand of growth
 - Type and quality of services;
 - Foreign and local competition (optional);
 - Major problems and future development to impact on industry;
 - Target consumers/customers and markets;
 - Estimated sales revenues according to markets and products/services; and pricing system)

- **Organizational Chart (Employment Structure)**
 - (Owner must be fit and proper, Organogram of staff and management; and detail of salary and positions to be held in the company for the next 10 years)

- **Detailed blueprint for the construction of the new hotel and casino**
- **Physical master plan showing overall layout**
 - Map of Location: e.g., Satellite Map / Google Map / Google Earth, coordinates -
 - Size of buildings and/or facilities on the property with the respective sizes in square ft.
 - Physical Masterplan and Overall Layout
- **Proposed construction schedule of the hotel and casino**
 - Proposed construction schedule
 - Proposed implementation time and schedule
 - Estimated implementation cost for each period
 - If the company has not started operation, indicate the expected date to commence operation.
 - If the company has started operation, indicate when operation was started.
- **Capital cost estimate**
- **5 year financial projections, including leasing or sale arrangement plans**
 - (Detail of all revenues from sales and recurrent expenditures over the next 5 years to run the day-to-day activities including: wages, equipment,

maintenance, utilities, social security, insurance, purchase of equipment, fuel, marketing fees etc;

- Financial data and all assumptions supporting the statements including: calculations of sales and costs
- Outline Corporate Social Responsibility initiatives (e.g., benefits to the employees and communities)

Annexes to Business Plan

4. Belize Tourism Board clearance for the Hotel & Casino.
5. Provide copies of the company's Memorandum & Articles of Association and a Certificate of Incorporation.
6. Provide two bank references on the firm and its main partners.
7. Provide bank reference warranting financing for the project
8. Provide one Commercial reference on the firm and its main partners.
9. Copies of title or other evidence of ownership, or a lease agreement for the property where the Hotel & Casino will be situated.
10. Environmental Clearance from the Department of the Environment for the Hotel and Casino.
11. Copies of the audited accounts of the company and its partners comprising balance sheets and profit and loss accounts for the last three years, including the most recent (annex to business plan).
12. If the applicant is a holding company with subsidiary companies, the Memorandum and Articles of Association of each such subsidiary company (annex to business plan).
13. If the applicant is a subsidiary company of a holding company, the Memorandum and Articles of Association of the holding company and each subsidiary company of the holding company (annex to business plan).
14. Particulars of each person who is a shareholder, director, partner, secretary or manager of the applicant if the applicant is a company (annex to business plan).
15. Particulars of any other person who has any financial interest to the applicant, direct or indirect, in the subject of this application (annex to business plan).

16. A full set of fingerprints, personal identification card and two recent black and white photographs of the persons referred to in number 11 and 12.
17. Where a person referred to in number 11 and 12 is a naturalized citizen or permanent resident of another country, a copy of the naturalization documents.
18. Copies of reference letters on the character of the applicant which must be structured as indicated in the third Schedule of the Gaming Control (General Regulation of licensed gaming premises), Regulations Revised Edition 2003, page 38.
19. New Gaming Premises (Casino) license applicants are to get no objections from their Area Representative and Municipal Authority or Village Council and the Police.
20. Gaming Premises (Casino) licensees must implement an international marketing plan for its hotel and casino. Proof of implementation must be reviewed by the Gaming Control Board on an annual basis.
21. Gaming Premises (Casino) licensees are to establish a security plan with the Police Department to have a secure environment for customers and employees. This plan is to be funded by the licensee.
22. Gaming Premises (Casino) licensees will be encouraged to contribute to community based initiatives approved by Government.
23. Provide any other information which the Gaming Control Board may require.
24. Request for the Ministry to do a site visit of the project area.

For more information contact the Office of the Prime Minister and Investment:

No.46 Nanche Street, Belmopan Villas

Belmopan, Cayo, BELIZE C.A.

Tel: (501) 828-6704

Facebook: Investment Policy & Compliance Unit

E-mail: belizeinvestment@invest.gov.bz