



## **NEW GAMING MACHINES (GAMING ESTABLISHMENT) LICENSE APPLICATION GUIDELINES**

### **Who can apply?**

According to the Gaming Control Act, Chapter 152, Section 6. (1) Every person who intends to use or permit any other person to use his premises for gaming shall apply to the Board for a gaming licence.

As per Section 6. (2) no licence shall be granted to any person who:-

- (a) is under the age of 18 years; or
- (b) has been convicted in a court of law (whether in Belize or elsewhere) within three years immediately preceding the date of his application.

### **Fees:**

#### **NEW APPLICATIONS ONLY:**

**Non-refundable Application fee: \$1,500.00 BZD**

**Gaming machine license fee per gaming machine upon approval of new application as per the quarter when the application was approved:**

- i) 1<sup>st</sup> Quarter ( April – June) \$3,750.00 BZD per gaming machine
- ii) 2<sup>nd</sup> Quarter ( July-September) \$2,812.50 BZD per gaming machine
- iii) 3<sup>rd</sup> Quarter ( October- December) \$1,875.00 BZD per gaming machine
- iv) 4<sup>th</sup> Quarter ( January – March) \$937.50 BZD per gaming machine

#### **RENEWAL APPLICATIONS:**

**Gaming Machine License fee per gaming machine: \$3,750.00 BZD**

### **How to Apply:**

New applicants shall submit a copy of the completed application form with the respective signatures and stamps of support from the Local Authority and Police Department addressed to the Chairman, Gaming Control Board, Investment Policy & Compliance Unit, Ministry of Investment, **No. 46 Nanche Street, Belmopan Villas, Belmopan, Cayo.**

A site visit of the area has to be facilitated by the applicant before the application is tabled to the Gaming Control Board. It is important to note that all establishments must be more than 300 feet away from a school or church (entrance to entrance).

**Mandatory Supplementary Information:**

**Attach copies of:**

- Trade License or Receipt
- Liquor License or Receipt
- Receipt of Non- Refundable Application Fee \$1,500 BZD (the payment information can be found below)
- Copy of a Valid I.D (Owner and Operator) Passport or S.S Card
- Police Record (Owner)

**Gaming Machine Licenses that are issued are subject to the following conditions:**

1. The gaming machine(s) shall not be removed from the specified area and establishment without the prior written permission of the Board.
2. All Machines must be in the location approved by the Gaming Control Board within such Establishment.
3. The Gaming Control Board shall be notified of the number of machines kept in storage and the location of these machines.
4. A licensee shall not advertise gaming in any form whatsoever.
5. No person below the age of 18 is allowed in the premises. A sign must be placed at the entrance of the establishment to advise the public.
6. Gaming Establishment shall be fully enclosed and sound proof with air conditioned system that is on and operating properly during working hours.
7. Business hours need to be visibly posted on the door for customers to see. Licensee needs to ensure that establishment meets all conditions before opening its doors for business.
8. The Establishment shall have proper lighting for its outer boundaries.

9. The Establishment shall have sanitary and adequate fully furnished bathrooms.
10. The Establishment shall have an operating security camera system and security personnel during working hours. The Establishment is to keep camera footage for a period of thirty (30) calendar days.
11. All gaming machines in the Gaming Establishment shall comply with SAS 6.0 standards or higher.
12. Gaming machines that are not SAS 6.0 in storage shall be exported or destroyed.
13. All gaming machine renewal applications shall be submitted to the Gaming Control Board two (2) months before the 31<sup>st</sup> of March of the respective year accompanied with a copy of the documents listed below:
  - i. Trade License – where a license is granted except for villages.
  - ii. Liquor License – whenever liquor is being sold.
14. Any late submission of application will be subject to a fine of \$100.00 BZD for every day that it is submitted late.
15. No residence shall be situated within any licensed gaming establishment. Any residence adjacent to any gaming establishment or within the same as the licensed establishment shall be separated and self-contained.
16. Any violation to the Gaming Control Act or to the conditions of this license will be charged an administrative penalty as per Statutory Instrument No. 98 of 2014, Schedule 1: Regulation 3 (1).
17. All Gaming Machine License holders must abide by all the Covid-19 health and safety protocols imposed by the Ministry of Health and Wellness.
18. All Gaming Machine Owners must register with the Financial Intelligence Unit (FIU) as per the Money Laundering and Terrorism (Prevention) Act, section 85 B.
19. All Gaming Entities must ensure that they are in compliance at all times with the anti-money laundering and countering the financing of terrorism obligations as set out in the Money Laundering and Terrorism (Prevention) Act.

**Legislations that can be referenced:**

- Gaming Control Act Chapter 152
- Gaming Control (Gaming Machines) Regulations, Regulations Revised Edition 2003. (Pg. 7-15)
- Gambling Prevention Act
- Statutory Instrument No.28 of 2011
- Statutory Instrument No. 98 of 2014
- Anti-Money Laundering Legislation

**Non-Refundable application fee (Payment Instruction):**

Payment can be made at the Treasury Department in Belize City or Sub-Treasuries countrywide. The details of the payments are as follows:

**Purpose of payment:** Non-Refundable Gaming Machine License Application Fee

**Amount:** \$1,500.00 BZD

<b>Purpose of payment:</b>	<b>Non-Refundable Gaming Machines application fee (\$1,500.00)</b>
<b>Cost Centre:</b>	<b>24028</b>
<b>Item:</b>	<b>10606</b>
<b>Program:</b>	<b>120</b>
<b>Activity:</b>	<b>15</b>

*Please note that documents such as the police report, application form and required signatures cannot be more than six (6) months old. Identification submitted must be valid. In addition, the original application form must be submitted to the Ministry.*

**For more information contact the Investment Policy & Compliance Unit:**

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