

Application to change particulars of a gaming machine manager or repairer licence

Use this form to apply for a change in particulars of a gaming manager or repairer licence in accordance with the [Gaming Machine Act 1995](#).

Changes must be notified within 7 days of the change occurring. See the gaming machines in clubs and pubs [webpage](#) for further information on applicant requirements.

Reason for change				
Address change	Yes / No	Contact details change	Yes / No	
Licence category (choose applicable)				
Licencee name				
Licence number		Expiry date		
Licence type				
Gaming machine manager	Yes / No	Gaming machine repairer	Yes / No	
Applicant details				
Surname		Date of birth		
Given name/s				
Other name/s (if applicable)				
Residential address				
Suburb		State	Postcode	
Is your postal address the same as above? If no, complete below.				
Postal address				
Suburb		State	Postcode	
Contact details				
Phone number		Mobile number		
Email address				
Do you agree to receive correspondence by email?				Yes / No
Applicants consent for document verification				
We will verify your identity against existing government records using the ID Match Document Verification Service. This service encrypts your information during verification. You can find out more about the service on the ID Match website - https://www.idmatch.gov.au .				
I confirm that I am authorised to provide the personal details presented and I consent to the document details I've provided as evidence of identity to be checked with the relevant government agency via the Document Verification Service.				Yes / No

Applicants' declaration			
I, (full name)			
Of (address)			
Solemnly and sincerely declare that:			
<ul style="list-style-type: none"> All statements and information contained in this application are true and correct to the best of my knowledge by virtue of the <i>Oaths, Affidavits and Declarations Act 2010</i>; and I will notify Liquor, Racing and Gaming within 7 days of any conviction in a court of law; and I have read and understood the information contained in this application; and I hereby consent to all probity investigations carried out by the authorised officers of Licensing NT to verify the information provided by me and to determine my suitability to hold the licence for which I have applied. I agree that such inquiries may be made before and after the issue of a licence. That this declaration is true and correct; and I know that it is an offence to make a declaration that is false in any material particular. 			
This declaration is made at (location)		on (date)	
Applicant signature			
<p>Note: Under the <i>Oaths, Affidavits and Declarations Act 2010</i> a person wilfully making a false statement or altering a statement, in a statutory declaration is guilty of a crime and is liable to a penalty or imprisonment, or both.</p>			
Supporting documents checklist			
Prescribed application fee – See the gaming machine application fees webpage for fees.			Yes / No
Complete application and signed applicant declaration.			Yes / No
Evidence of name change (if applicable – i.e. copy of marriage certificate, deed poll).			Yes / No
Current licence or permit issued by the Commonwealth, State or Territory government that has your DOB and photo attached. For example: Driver's licence, passport, evidence of age card, firearms licence, working with children's card etc.			Yes / No
Privacy Statement			
<p>The Northern Territory Government respects and is committed to safeguarding the confidentiality and privacy of the information that it collects and handles, in accordance with the <i>Information Act 2002</i> (NT).</p> <p>You have been asked to provide personal information necessary for us to meet your application requirements. You do not have to provide your personal information but if you choose not to, this application will be incomplete, and we will be unable to process it.</p> <p>The information you provide will be accessible to the Territory Business Centre and Liquor, Racing and Gaming and will only be used to provide a department service or program. We will not disclose your personal information to third parties unless, authorised or required by law to do so, you have given us consent to share your personal information for a specific purpose.</p> <p>You may request access to the personal information we hold about you. If you want more information about the Northern Territory's privacy laws, please refer to the <i>Information Act 2002</i> (NT), or the Office of the Information Commissioner NT.</p>			

Lodgement		
Complete applications can be lodged in person, email or via post at a Territory Business Centre below.		
Darwin	Darwin Corporate Park, Ground Floor, Building 3, 631 Stuart Highway Berrimah	
Katherine	Big Rivers Government Centre, 5 First Street	
Tennant Creek	Barkly Business Hub, 63 Haddock Street	
Alice Springs	Ground Floor, The Green Well Building, 50 Bath Street	
1800 193 111	territorybusinesscentre@nt.gov.au	GPO Box 9800 Darwin NT 0801
Payment details		
A fee is payable on lodgement of this application form. Payment can be made by:		
<ul style="list-style-type: none">• Cash (in person only); or• Cheque (made out to Receiver of Territory Monies); or• Credit card (Visa or MasterCard accepted in person or over the phone). Note: A staff member from the Territory Business Centre will contact you via phone for payment.		