

# Application to conduct a trade lottery

Use this form to apply to conduct a trade lottery in accordance with Regulation 39 of the Gaming Control (Community Gaming) Regulations 2006.

You are required to apply for a permit when the major trade lottery prizes total more than \$5,000.00. Forms must be lodged at least 10 working days prior to the commencement of the trade lottery.

See lotteries and community gambling [webpage](#) for further information on applicant requirements.

Applicant type (complete section that applies to you)				
<b>Individual</b>				
Surname		Date of birth		
Given name/s				
Are you an Australian citizen				Yes / No
If you are not an Australian citizen, how long have you lived in Australia?				
<b>Corporation</b>				
Company name				
ACN	ABN			
<b>Firm</b>				
Full firm name				
ACN (if applicable)	ABN			
<b>Address details</b>				
Business address				
Suburb		State		Postcode
Is your postal address the same as above? If no, complete below.				
Postal address				
Suburb		State		Postcode
<b>Contact details</b>				
Phone number		Mobile number		
Email address				
Do you agree to receive correspondence by email?				Yes / No
<b>Authorised persons details</b>				
Surname		Date of birth		
Given name/s				
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
Firm promoting lottery (if different from applicant type details)				
Firm name				
Business address				
Suburb		State		Postcode
Phone number				
Email address		Mobile number		
Proposed lottery details				
Promotion name				
Commencement date of promotion				
Provide below entry form distribution points (outlets)				
Estimated number of entry forms/coupons (being distributed)				
Entry method				
Number of purchases required to enter draw				
Are there any other conditions? (provide details below)				
Draw date		Draw time		
Draw location				
Select a draw policy below. Note: Policy must be clearly stated on the tickets and promotional material.				
Prizes drawn in ascending order (first ticket drawn wins first prize)				Yes/No
Reverse order draw (last ticket drawn wins first prize)				Yes/No
Other method for determine winner (provide details below)				Yes/No
How will winners be notified? (i.e. online or in a publication)				
Publication date				

Proposed major lottery prizes			
Prize number	Prize description	Retail value (\$)	How was the prize acquired?
Proposed lottery incidental prizes			
Cumulative value (\$)			
How were your incidental prize/s acquired?			
Discounted	Yes/No	Donated	Yes/No
Purchased	Yes/No		
Proposed lottery travel prizes (please photocopy and complete if more than one proposed lottery travel prize)			
Are any travel prizes included			Yes/No
If yes, provide details below			
Destination			
Number of people		Duration	
Prize valid until (date)			
Accommodation/meals details			
Is spending money included?			Yes/No
Is there any travel restrictions and/or conditions?			Yes/No
If yes, please provide below.			
Is the prize subject to availability?			Yes/No
Is the prize during a non-peak period?			Yes/No
Dates travel is valid between			
Is the travel prize			
Redeemable	Yes/No	Transferable	Yes/No
Non-redeemable	Yes/No	Non-transferable	Yes/No
Are there any other conditions?			
Has a quote been obtained or donated from a travel agency?			Yes/No
If yes, please provide details below			
Travel agency name			

Nominated officer declaration			
I, (full name)			
Of (address)			
Solemnly and sincerely declare that:			
<ul style="list-style-type: none"> <li>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</li> <li>I have read and understood the information contained in this application; and</li> <li>The declaration is true and correct; and</li> <li>I know that it is an offence to make a declaration that is false in any material particular.</li> </ul>			
This declaration is made at (location)		on (date)	
Nominated officer signature			
<p><b>Note:</b> 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			
Letter(s) providing details of all prizes that have been donated / discounted, including retail value, amount discounted, name and signature of donor attached			Yes/No
Receipt for any prizes purchased by the applicant attached			Yes/No
Terms and Conditions attached			Yes/No
Copies of entry forms, pamphlets, advertising etc			Yes/No
Application complete and declaration signed			Yes/No
Privacy statement			
The Northern Territory Government complies with the Information Privacy Principals scheduled by the <i>Information Act 2002</i> .			

**Disclaimer**

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 *Northern Territory Information Act 2002*.

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.

The information you provide will be accessible to Occupational Licensing and Associations 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.

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 *Northern Territory Information Act 2002*, or the Office of the Information Commissioner NT.

**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, Katherine
Tennant Creek	Barkly Business Hub, 63 Haddock Street, Tennant Creek
Alice Springs	Ground Floor, The Green Well Building, 50 Bath Street Alice Springs
1800 193 111	<a href="mailto:territorybusinesscentre@nt.gov.au">territorybusinesscentre@nt.gov.au</a> GPO Box 9800 Darwin NT 0801

**Payment details**

A fee is payable on lodgement of this application form. Payment can be made by:

- 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.

Payment date	Receipt number	Amount paid
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