

Application for new or renewal for a key person licence

Use this form to apply for a key person's licence in accordance with Section 131 of the *Racing and Wagering Act 2024*. You must be 18 years of age to be eligible to apply.

See the [bookmaker licences and permits](#) webpage further information on applicant requirements.

Licence class (select applicable)					
Bookmaker key employee	<input type="checkbox"/>	Betting exchange key employee	<input type="checkbox"/>		
New <input type="checkbox"/>	Renewal <input type="checkbox"/>	New <input type="checkbox"/>	Renewal <input type="checkbox"/>		
Applicant details					
Key person licence number	(if applicable)	Expiry date			
Title					
Surname			Date of birth		
Given name/s					
Other name/s	(if applicable)				
Usual occupation					
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					
Residency					
Are you an Australian citizen?				Yes <input type="checkbox"/> No <input type="checkbox"/>	
If no, how long have you lived in Australia?					
Country of origin					
Note: if you have lived in Australia for less than 6 months you may be required to provide a criminal history check from your country of origin.					
Employer details					
Name of wagering operator you intend to work for below.					
Employer name					
Employer address					
Suburb		State		Postcode	

Disclosures			
1. Have you been charged or summoned for an offence, regardless of the disposition, excluding juvenile offences and minor traffic offences (including drink driving offences)? If yes, provide details below	Yes <input type="checkbox"/> No <input type="checkbox"/>		
2. Are you indebted to any other person for wagers made by you or with you? If yes, provide details below	Yes <input type="checkbox"/> No <input type="checkbox"/>		
3. Have you been refused a wagering related licence in any jurisdiction? If yes, provide details below	Yes <input type="checkbox"/> No <input type="checkbox"/>		
4. Have you ever been disqualified, suspended, warned off, fined or listed as a defaulter by any racing club or gambling authority? If yes, provide details below	Yes <input type="checkbox"/> No <input type="checkbox"/>		
5. Have you ever been licensed by any racing or gambling authority as a bookmaker or bookmakers agent/key person? If yes, provide details of dates, gambling authorities and licence type below.	Yes <input type="checkbox"/> No <input type="checkbox"/>		
6. Do you have any financial interest in any gambling related business conducted in the Northern Territory? If yes, provide details below.	Yes <input type="checkbox"/> No <input type="checkbox"/>		
Applicant declaration			
<p>I solemnly and sincerely declare that:</p> <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 Licensing NT within 7 days of any conviction in a court of law; and I will notify Licensing NT within 7 days of any change in personal or employer details; 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; and I know that it is an offence to make a declaration that is false in any material particular. 			
Declared at		On (date)	
Applicant signature		Date	

Note: Under the *Oaths, Affidavits and Declarations Act 2010* a person wilfully making a false statement or altering a statement, in a statutory declaration is guilty of a crime and is liable to penalty or imprisonment, or both.

Checklist

Prescribed application fee – See the bookmaker’s page for fees.	Yes <input type="checkbox"/> No <input type="checkbox"/>
Complete and signed applicant declaration.	Yes <input type="checkbox"/> No <input type="checkbox"/>
Evidence of name change (if applicable. i.e. marriage certificate or deed poll documents).	Yes <input type="checkbox"/> No <input type="checkbox"/>
Passport sized photo taken in the last 6 months attached. Alternatively a photo can be taken at the Territory Business Centre.	Yes <input type="checkbox"/> No <input type="checkbox"/>
Current licence or permit issued by the Commonwealth, State or Territory government that has your DOB and photo attached. (e.g. Drivers licence, passport, evidence of age card etc.	Yes <input type="checkbox"/> No <input type="checkbox"/>
For new applications, complete a Criminal history check – finger prints For renewal applications, complete a Criminal history check – name check Please note: applications <u>cannot</u> be processed until report has been received and will only be processed if the Criminal history check was issued in the last 3 months. Fingerprint checks must be processed in the State or Territory where the applicant resides. Lodgement of ink-wet prints taken from interstate facilities <u>will not</u> be accepted.	Yes <input type="checkbox"/> No <input type="checkbox"/>

Privacy Statement

The Department of Industry, Tourism and Trade 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 as part of your application. You do not have to provide your personal information but if you choose not to, the NT Racing and Wagering Commission may be unable to accept or process your request.

We may share your information:

- If required or authorised by law to do so
- If you have given us your consent to share your personal information for a specific purpose.

Find out more about how we handle your personal information by reading the Departments [privacy policy](#).

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:

- 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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