

# OCCASIONAL USE NOTICE

Gambling Act 2005, Section 39

**If you are completing this form by hand, please write legibly in block capitals using ink.**

This form is for use by the occupier or person responsible for the event at a track who wishes to authorise occasional, infrequent betting activities in accordance with section 39 of the Gambling Act 2005. Occasional use notices may only have effect for a total of 8 days per calendar year. Please read the notes overleaf carefully before completing this form.

**To:** South Gloucestershire Council, Department for Environment & Community Services, Licensing Service, PO Box 1954, Bristol, BS37 0DD

E-mail: [licensing@southglos.gov.uk](mailto:licensing@southglos.gov.uk)  
Tel: 01454 868001



## SECTION A – Details of premises

1. Name of premises:
2. Full address of premises, including postcode:
3. Telephone number of premises:

## SECTION B – Details of person giving notice

4. Full name of person:
5. Full address, including postcode:
6. Telephone number (mobile or landline):
7. E-mail address:
8. Capacity of person giving notice:  
Person responsible for administration of events on the track       Occupier of the track

### SECTION C – Details of event

9. Dates between which this notice will have effect.

From:

To:

10. Have any occasional use notices been given for dates in respect of the above named premises in this calendar year?

Yes  No

11. If yes, how many days have these notices covered?

### SECTION D – Declaration

12. Please complete the following declaration and checklist:

I *[Full Name]*

- a) confirm that, to the best of my knowledge, the information contained in this notice is true. I understand that it is an offence under section 342 of the Gambling Act 2005 to give information which is false or misleading in, or in relation to, this notice.
- b) confirm that I have sent a copy of this notice to Avon and Somerset Constabulary at the following address, Liquor Licensing, PO Box 3259, Bristol, BS2 2EJ or e-mail [liquorlicensing@avonandsomerset.police.uk](mailto:liquorlicensing@avonandsomerset.police.uk)

Signature:

Date:

Capacity:

### Guidance notes to persons submitting notice:

- This form may be used by the occupier of a track premises or a person responsible for the administration of events at a track premises, to give notice of an occasional use to South Gloucestershire Council so as to allow licensed betting operators to accept bets on the premises.
- Occasional use notices may only have effect for 8 days per calendar year for any track premises. If it is intended to offer betting facilities more frequently than this, a premises licence must be obtained under Part 8 of the Gambling Act 2005.
- There is currently no fee or charge with the submitting of an occasional use notice.
- Please complete this notice, print, sign and copy it, together with any supporting documents to Avon and Somerset Constabulary, at the same time as the notice is submitted to South Gloucestershire Council at the address stated at the top of the notice form.

***This Authority is under a duty to protect the public funds it administers and to this end may use the information you have provided on this form within this Authority for the prevention and detection of fraud. It may also share this information with other bodies administering public funds solely for these purposes.***