

This form is prescribed by regulation 3(1)(a) of the Small Society Lotteries (Registration of Non-Commercial Societies) Regulations 2007

APPLICATION FORM FOR REGISTRATION OF NON-COMMERCIAL SOCIETY

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

Please send your application to:-

**Aberdeenshire Council
Legal & Governance
Viewmount
Arduthie Road
Stonehaven
AB39 2DQ**

To:
**The Depute Clerk to the :-
(please tick the appropriate box)**

- North Board
- Central Board
- South Board

SECTION A – Details of society applying for registration

1. Name of society.....
.....

2. Address (including postcode) of office or head office of society
.....
.....
.....

3. Telephone number of society

4. Please state the purpose(s) for which the society is established and conducted
.....
.....
.....

5. If the society is a registered charity, please give the society's unique charity registration number ..
.....

6. Has the society held an operating licence under the Gambling Act 2005 in the period of five years ending with the date of this application 'Yes' 'No'

7. If the answer to question 6 is 'Yes', has the operating licence been revoked in the period of five years ending with the date of this application? 'Yes' 'No'

8. If the answer to question 7 is 'Yes', please state the reasons for revocation and enclose a copy of the notice of revocation if one is available.

.....
.....

9. Has the society applied for and been refused an operating licence in the period of five years ending with the date of this application? 'Yes' 'No'

SECTION B – General information about person applying on behalf of society

10. Name

11. Capacity

12. Address (including postcode)

.....
.....
.....

13. Daytime telephone number

SECTION C – Contact details for correspondence associated with this application

14. Please tick one box as appropriate to indicate address for correspondence in relation to this application:

Address in Section A Address in Section B Address below

Address (including postcode)

.....
.....

Telephone number

E-mail address (if the applicant is happy for correspondence in relation to this application to be sent out via e-mail)

.....

SECTION D - Declaration

Please complete the following declaration and checklist:

I *[full name]*

- a. make this application on behalf of the society referred to in Section A and have authority to act on behalf of that society.

- b. Enclose payment of the registration fee of £40.00.

- c. **Confirm that, to the best of my knowledge, the information contained in this application 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 application.**

Signature

Date

Capacity

Note to societies applying for registration:

The application will be refused if in the period of five years ending with the date of the application:

- (a) **an operating licence held by the society has been revoked under Section 119(1) of the Gambling Act 2005, or**
- (b) **an application for an operating licence made by the society has been refused.**

The application may be refused if the local authority think that:

- (a) **the society is not a non-commercial society.**
- (b) **A person who will or may be connected with the promotion of the lottery has been convicted of a relevant offence, or**
- (c) **Information provided in or with the application is false or misleading.**

NOTE: For the purpose of promotion of lotteries, Section 25 of the Gambling Act 2005 defines the 'local authority' as being 'a Licensing board' in relation to applications for registration in Scotland.

PRIVACY NOTICE

The Data Controller of the information being collected is the North, Central and South Aberdeenshire Divisional Licensing Boards. The information is collated on their behalf by Aberdeenshire Council.

The Data Protection Officer can be contacted at Town House, 34 Low Street, Banff, AB45 1AN. Email: dataprotection@aberdeenshire.gov.uk

Your information is being collected to use for the following purposes:

- The processing of your application for a Non-Commercial Society Lottery Registration
- The determination of your application for a Non-Commercial Society Lottery Registration
- The issue of any Non-Commercial Society Lottery Registration Granted
- Inclusion on the Register of Non-Commercial Society Lottery Registrations available for public inspection
- Ensuring compliance with the terms of your Non-Commercial Society Lottery Registration
- The processing of any complaints made in respect of your Non-Commercial Society Lottery Registration
- The determination of any complaints made in respect of your Non-Commercial Society Lottery Registration

Your information is:

Being collected by Aberdeenshire Council on behalf of the North, Central and South Aberdeenshire Licensing Boards

The legal Basis for collecting the information is:

Personal Data		Special categories of personal data	
Legal Obligations	X	Processing is necessary for one of the Conditions in Part 2 of Schedule 1 to the Data Protection Act 2018 referring to substantial public interest in terms of paragraph 6 thereof as processing is necessary for the exercise of a function conferred on a person by an enactment or rule of law	X

Where the legal basis for processing is either Performance of a contract or Legal obligation, please note the following consequences of failure to provide the information:

If you fail to provide the information required on the attached application form, Aberdeenshire Council may not be in a position to accept the application as a competent application. This means that your application cannot be processed and will be returned to you.

Form 1

Your information will be shared with the following recipients or categories of recipient:

- | | |
|--|--|
| <ul style="list-style-type: none">• <i>Police Scotland</i>• <i>Some information will also be shared with the Public via the Register of Non-Commercial Society Lottery Registration</i> | <ul style="list-style-type: none">• <i>The Gambling Commission</i>• <i>Licensing Standards Officers</i> |
|--|--|

Your information will be transferred to or stored in the following countries and the following safeguards are in place:

NOT APPLICABLE

The retention period for the data is:

- | |
|---|
| <p>(1) Where an application for the grant of a licence, permit or registration is refused by the Board, information relating to that application will be retained for a period of 5 years from the date of refusal and thereafter will be destroyed.</p> <p>(2) In any other case, information relating to a licence, permit or registration will be retained for a period of 5 years from the date the licence, permit or registration ceases to have effect and thereafter will be destroyed.</p> |
|---|

The following automated decision-making, including profiling, will be undertaken:

Not Applicable

Please note that you have the following rights:

- to withdraw consent at any time, where the legal basis specified above is consent;
- to lodge a complaint with the Information Commissioner's Office (after raising the issue with the Data Protection Officer first);
- to request access to your personal data;
- To object, where the legal basis specified above is:
 - (i) Performance of a Public Task; or
 - (ii) Legitimate Interests.
- to data portability, where the legal basis specified above is:
 - (i) Consent; or
 - (ii) Performance of a contract;
- to request rectification or erasure of your personal data, as so far as the legislation permits.