



Occasional Use Notice

This form may be used by the occupier (or person responsible for the administration of events) of a 'track' premises to authorise infrequent betting activities at those premises, in accordance with section 39 of the Gambling Act 2005. Occasional Use Notices may only have effect for 8 days per calendar year.

Please refer to the guidance notes at the back of this form before completing.

Section 1 – Premises details

Name of premises	
Address of premises	
Telephone number of premises	

Section 2 – Notifier's details

Name of person giving notice	
Capacity of person giving notice <i>[please tick or check as appropriate]</i>	<input type="checkbox"/> Person responsible for administration of events on the track <input type="checkbox"/> Occupier of the track
Address of person giving notice (if different from premises)	
Telephone number and/or email address of person giving notice	

Section 3 – Details of event

Date on which this occasional use notice will have effect			
Have any occasional use notices been given in respect of this premises for dates in this calendar year?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If Yes, how many days have these notices covered?	

Section 4 – Signature

It is an offence under section 342 of the Gambling Act 2005 if a person, without reasonable excuse, gives to a licensing authority for a purpose connected with that Act information which is false or misleading.

Signed	
Print Name	
Dated	

Guidance notes

1. 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 an occasional use notice to the licensing authority.
2. Only individuals or representatives of organisations holding an appropriate Betting Operating Licence may be permitted to accept bets on the track premises to which this notice relates, for the duration of the notice. It must be ensured that any conditions applying to the Operating Licence are satisfied.
 - **Please contact the Gambling Commission with any queries in respect of Operating Licences, on 0161 230 6666, or by email to info@gamblingcommission.gov.uk**
3. 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 at the premises, a Premises Licence, issued under Part 8 of the Gambling Act 2005, must be obtained.
4. There is currently no fee associated with the giving of an occasional use notice.
5. A copy of the notice must be given to Hertfordshire Constabulary, at the same time as the notice is given to the licensing authority.

The notice should be sent, together with any supporting documents, to:

**Licensing
Dacorum Borough Council
The Forum
Marlowes
Hemel Hempstead
HP1 1DN**

**Tel: 01442 228000
Email: licensing@dacorum.gov.uk
Web: www.dacorum.gov.uk/licensing**

A copy of the notice must also be sent, at the same time, to:

**Hertfordshire Constabulary
Licensing – Dacorum Division
Combe Street
Hemel Hempstead
HP1 1HH**

**Tel: 01442 271601
Email: Dacorumlicensing@herts.pnn.police.uk**