



Victorian Commission for Gambling and Liquor Regulation

Gambling Information Sheet

Regulatory requirements for transferring ownership of a gaming venue

Where a venue operator enters into an agreement to purchase a gaming venue from another venue operator, regulatory approval must be obtained from the Victorian Commission for Gambling and Liquor Regulation (VCGLR) before settlement can take place.

Operating gaming machines in Victoria

In order to operate gaming machines in a venue in Victoria, venue operators must:

- hold a premises approval
- hold a current gaming venue operator's licence
- hold an appropriate liquor licence
- hold gaming machine entitlements
- obtain gaming machines and gaming equipment
- arrange for gaming machines to be linked to the monitoring system.

Transferring ownership of a gaming venue

When transferring ownership of an approved gaming venue, including gaming machine entitlements, gaming machines and equipment, the following processes must be completed **before settlement** can take place:

- obtaining approval to remove the premises from the vendor's venue operator licence
- obtaining approval to include the premises on the buyer's venue operator licence
- entering into an agreement with the monitoring licensee to connect gaming machines to the monitoring system
- notifying the VCGLR of the proposed settlement date.

On settlement, the venue's liquor licence and gaming machine entitlements must then be transferred to the new owner.

Information about each of these processes is provided in this publication.

Removing an approved premises from a venue operator's licence

To remove a premises from a venue operator's licence, the venue operator must complete and submit an 'Application to include or remove approved premises' to the VCGLR. The application can be completed and submitted online via www.vcglr.vic.gov.au and there is no fee required.

Including an approved premises on a venue operator's licence

To include a premises on a venue operator's licence, the venue operator must complete and submit an 'Application to include or remove approved premises' to the VCGLR, ensuring that all questions have been answered and all requested attachments have been provided.

The application can be completed and submitted online with the prescribed fee (fee not applicable if submitted as part of a new application for a venue operator's licence). For the current application fee, please refer to the 'Gambling fees and fines' information sheet available at www.vcglr.vic.gov.au.

Please note:

- The VCGLR will conduct all necessary investigations into the licensee and associates, including the source of funding used to purchase the gaming venue.
- The application to remove and include approved premises will be considered at the same time and, if approved, will be subject to settlement.

Transferring the venue's liquor licence

To transfer the venue's liquor licence, both parties must complete and submit the 'Transfer an existing licence or permit' application. The buyer is required to provide evidence of completion of new entrant and Responsible Service of Alcohol training with their application.

The application is available to download online, however it must be lodged by post or in person with the prescribed fee. For the current application fee, please refer to the 'Liquor licence fees' information sheet available at www.vcglr.vic.gov.au.

The transfer of the liquor licence and premises must occur on the same day.

Transferring gaming machine entitlements

Where gaming machine entitlements are included in the sale of a gaming venue, the vendor must request the transfer of the gaming machine entitlements by making an application through the Online Services Portal. Upon receipt of the application, the VCGLR will provide documentation that will need to be completed by both parties prior to the transfer being processed.

The transfer of gaming machine entitlements cannot be finalised until the VCGLR records the transfer on the Entitlement Transfer Market Register.

The Online Services Portal can be accessed via www.vcglr.vic.gov.au.

Entering into an agreement with the monitoring licensee

The venue operator purchasing the gaming venue is required to enter into a Venue Monitoring Services Agreement with the monitoring licensee, Intralot Gaming Services Pty Ltd (IGS), to link the gaming machines to the monitoring system.

Enquiries about entering into this agreement should be directed to IGS on 1300 764 495 or www.igsmonitor.com.au.

Notifying the VCGLR of the settlement date

It is important to provide sufficient notice of the sale of a gaming venue so that all regulatory requirements are met before settlement. In this regard, venue operators should notify the VCGLR as soon as a settlement date has been scheduled. Where possible, this notification should be provided at least seven days before the settlement date. Settlement should be scheduled during business hours (between 9am and 5pm Monday to Friday).

The VCGLR will liaise with IGS to ensure taxation obligations are recorded against the appropriate venue operator. Any adjustment of taxation liability for the day of settlement should form part of the settlement.

Notifying the VCGLR upon settlement

To ensure continuity of gaming and appropriate allocation of taxation liability, the VCGLR must also be advised as soon as settlement takes place. Late notification of settlement could mean the gaming venue is operating illegally and taxation liability may be incurred by the previous venue operator.

Once the VCGLR has received advice that settlement has taken place, the premises will be removed from the vendor's venue operator licence.

The VCGLR will include the premises on the buyer's venue operator licence and transfer the venue's liquor licence on the day of settlement. Gaming machine entitlements will also be transferred to the buyer, attached to their new premises and recorded on the Entitlement Transfer Market Register to ensure regulatory requirements are in place for continuity of gaming.

For further information, please visit www.vcglr.vic.gov.au, call 1300 183 457 or email contact@vcglr.vic.gov.au.

The purpose of this update is to provide general information and guidance only. The information provided is not in substitution of the *Gambling Regulation Act 2003*, the Monitoring Licence and Related Agreements issued under that Act, the Entitlement Related Agreements for Venues, the Venue Services Agreement or any other regulatory requirements. Venue Operators should seek appropriate professional advice as to their obligations.