

# Certificate of Registration of Premises

Betting Acts 1931 to 2015

## Application



Please read the notes overleaf before completing the application  
Please complete in BLOCK CAPITALS  
Do NOT enclose payment with this application

**Applicant Name:**

Enter the Certificate of Registration applicant's name (These details will appear on the Certificate).

**Tax Reference Number:**

Enter the Tax Reference Number under which Betting Duty will be returned.

**Bookmaker Licence  
Reference Number:**

Enter the Bookmaker Licence Reference Number.

**Date:**

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Enter date from which registration is required to take effect.

**Premises Address:**

Enter the address of the premises to be registered.

**Mailing Name and  
Address:**

Enter a mailing address if correspondence is to be posted to an address other than the Premises Address.

**Email Address:**

Enter the contact email address of the Principal Office or Place of Business of the applicant.

**Trading Name:**

If applicable, specify the trading name which the applicant proposes to use.

**Previous Occupier of Premises:**

Enter details of previous occupier of premises (if known).

## Declaration:

I declare that the person(s)/entity named above is/are the current trading entity and I hereby make application for Registration of the Premises described above.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Position:** \_\_\_\_\_

**Tel. No.:** \_\_\_\_\_

Director, Secretary, etc.

# NOTES

## Documentation Required

1. Bookmaker's Licence
2. Certificate of Suitability of Premises

## Bookmaker's Licence

Applicants who require to register or renew the Registration of any Premises of which they are the Proprietor must hold a Bookmaker's Licence. The Licence does not have to be submitted with the application.

## Certificate of Suitability of Premises

Applicants who require to register or renew the Registration of any Premises of which they are the Proprietor should apply to the Superintendent of An Garda Síochána for the District in which such premises are situated for a Certificate of Suitability of Premises that such premises are suitable for Registration in the Register of Bookmaking Offices.

A Licensed Bookmaker to whom a Certificate of Suitability of Premises has been given in respect of any premises of which they are the Proprietor should, within 21 days after the issue of such Certificate, apply to the Revenue Commissioners to Register or Renew the Registration of the Premises mentioned in such Certificate.

## Application Process:

1. The Certificate of Suitability of Premises and completed application form should be submitted by email to the **National Excise Licence Office**. Please register for **MyEnquiries** on **www.revenue.ie**
2. When the application is processed, applicants will receive an Application Notice from the **National Excise Licence Office** to complete the application process on-line using the Revenue On-line Service (**ROS**). For details visit the Revenue website at **www.revenue.ie** or phone the ROS Helpline: 01 738 3699. Applicants will also be requested to indicate whether they are paying in full or availing of the instalment arrangement. If paying by instalment, the applicant will receive a notice from Revenue for payment of the second instalment approximately 3 weeks before this payment is due. Further information is available at the following link:  
**<http://www.revenue.ie/en/tax/excise/excise-licensing/bookmakers-licences.html>**

**Office of the Revenue Commissioners  
National Excise Licence Office  
Government Offices  
The Glen  
Waterford, X91 P04E**

**Contact us:  
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