

LOTTERIES AND GAMING REGULATORY BOARD

LICENSE APPLICATION CHECKLIST,

1. APPLICATION;

Submit;

Dully filled application form for relevant license/licenses as prescribed by the Lotteries and Gaming (Licensing) Regulations SI. No. 7 of 2017.

2. PROOF OF INCORPORATION;

Application only open to registered companies

- i) Certificate of incorporation
- ii) Memorandum and articles of association (activities applied for must be part of the objectives of the company).

(Purpose is to determine the registration status, shareholders/beneficiaries and objectives of applicant)

3. INVESTMENT LICENSE (FOREIGN OWNED COMPANIES)

Applicants who are more than 50% foreign are owned must attach an Investment License in line with the Investment Code Act.

(Purpose is to determine whether or not a foreign applicant is permitted to invest in the sector in Uganda in line with the law).

4. PROOF OF CAPITAL ADEQUACY

In line with the Lotteries and gaming (minimum capital requirements) Regulations, S.I No. 8 of 2017 the amounts specified and below in the schedule to the regulations and below shall be the minimum capital required in respect of each license.

(Purpose is to evaluate the capital adequacy of the company in line with regulations)

MINIMUM CAPITAL REQUIRED FOR A LICENCE UNDER THE ACT

Type of licence	Amount of minimum capital required in Uganda shillings
Betting	250,000,000/=
Slot machines	250,000,000/=

Manufacture, supply or installation of gaming or betting machines	250,000,000/=
Licence to establish or operate a casino	1,000,000,000/=
National Lottery	5,000,000,000/=
Public Lottery	250,000,000/=
Pool betting operating licence	250,000,000/=
Bingo operating licence	250,000,000/=
Betting intermediary operating licence	250,000,000/=

Applicants to Submit:

- i) Statement of Nominal Capital Form A1 of the Schedule to the Company's Act, 2012 (Newly incorporated companies).
- ii) Form of Annual Return of a company with a share capital (Existing companies).
- iii) Annual audited books of Accounts (for existing companies)

5. GAMES AND RULES APPLICABLE

Submit detailed description of the games to be introduced and the rules applicable

(Purpose is to determine appropriate category of license and keep record of rules applicable to the games)

6. EQUIPMENT;

In line with the Lotteries and gaming (Gaming and betting machines) Regulations all Gaming and Betting machines must be registered in the National register of gaming and betting machines and they must comply with the prescribed technical standards for gaming and betting equipment.

Applicants to submit

- i) List of equipment to be used. Technical specifications of machines should be indicated. Submit manufacturer catalogues or narration by approved testing laboratories.
- ii) Serial numbers, make/model and origin.
- iii) Certificate of compliance of equipment issued by certified independent testing laboratory.

7. PREMISES;

In line with the Lotteries and Gaming (Licensing) Regulations SI. No 8 of 2017 premises for gaming, betting, bingo must be approved by the Board before use. Applicant should consult the standard for premises as detailed in regulations and below before identifying premises;

Applicant to Submit:

- i) Documentation proving ownership/ lease/ intention to lease of premises.
- ii) Details of premises location indicating district, city, municipality or town council, plot, block numbers, street name and building where premises are located.

(Purpose is to ensure that premises and fit for purpose and compliant with law and regulations)

Minimum Requirements For Gaming, Betting, Casino, Bingo, Pool Betting Premises.

All premises must be specifically approved by the Board before use and comply with the following minimum standard.

- (a) The premises shall be situated only in a city, municipality or town council.
- (b) Be of minimum size of 30 square meters;
- (c) Permanent structure;
- (d) Away from a school, a hospital, a market, a place of worship or government offices;
- (e) Have accessible facilities of convenience and a common area for clients;
- (f) Be able to accommodate all the intended activities within to avoid public nuisance. Clients, Notice Boards, TV screens, and other gaming equipment must all be contained within the premises and strictly not be visible from outside the premises.
- (g) Have a strong-room for purposes of securing monies collected; and
- (h) Have a notice board placed in a conspicuous place within the premises for the display of licenses, government notices, the rules of games promoted, telephone numbers of the Board, disclaimers regarding the effects of gambling and any other matter required to be displayed.
- (i) Security measures to ensure security of clients and property in line with the police terror guidelines.

8. BUSINESS PLAN;

- a) Clear statement of project objectives,
- b) Applicants profile,
- c) Planned Investment
- d) Expected employment generation in Uganda.
- e) Proposed implementation schedule and any other relevant information.

(Purpose is to know applicants objectives and investment plans as well as determine relevance and appropriateness of the planned investment to the overall objectives of the Lotteries and Gaming Act)

9. TAX REGISTRATION AND COMPLIANCE;

Applicant to submit

- i) Proof of tax registration
- ii) Proof of tax compliance (existing operators and companies registered for more than one calendar year)

(Purpose is to determine the tax registration and compliance status of applicant)

10. DIRECTORS OF THE COMPANY;

Applicant to Submit

- i) Particulars of Directors of the Company.
- ii) Proof of citizenship;
- iii) Interpol clearance and declaration of criminal convictions
- iv) work permit (showing relevant class) if foreign nationals
- v) Detailed curricula vitae

11. KEY EMPLOYEES;

In line with rule 26 and 27 of the Lotteries and Gaming (Licensing) Regulations S. I No. 7 of 2017 following categories of employees must be licensed by the Board

- a) Chief Executive or equivalent
- b) Chief of operations or equivalent
- c) Chief of accounts or equivalent
- d) Managers of premises or equivalent and gaming floor managers for casinos or their equivalents

For Key employee Licenses Submit.

- i) Personal details of employee
- ii) Curriculum vitae of employee
- iii) For foreign nationals, Interpol clearance and work permits with relevant class should be attached.
- iv) Declaration of any criminal convictions for theft, money laundering, fraud and any other convictions for crimes pertaining to moral turpitude.
- v) Tax Identification Number registration certificate
- vi) Proof of registration for Social Security

12. BANK ACCOUNTS

Submit

Details of bank account/accounts

13. SECURITY GUARANTEE.

In Line with the Lotteries and Gaming (Licensing) Regulations applicant shall submit a Security guarantee issued by a Bank Licensed by the Central Bank of Uganda. The Guarantee shall be of the amount prescribed under the schedule to the regulations and below and in the prescribed standard format attached here to

NOTE: Security Guarantee is to be submitted after approval of application by the Board.

Category or class of license	Amount of security bond/ bank guarantee in UGX
Betting	500,000,000/=
Slot machines	500,000,000/=
License to establish or operate a casino	500,000,000/=
Pool betting operating license	500,000,000/=
Bingo operating license	200,000,000/=
Betting intermediary operating license	200,000,000/=
National lottery or public lottery	500,000,000/=

14. CORPORATE SOCIAL RESPONSIBILITY.

Applicant to submit;

- i) Detailed plan of corporate social responsibility
- ii) Implementation should for corporate social responsibility.

15. FEES

In line with the Lotteries and Gaming (Fees) Regulations S. I No 8 of 2017, applicant shall pay the fees prescribed in the Schedule and below to Uganda Revenue Authority in respect of the matters to which they relate.

Applicant shall to submit;

- i) Proof of payment of prescribed application fees must be submitted along with application for license where applicable.
- ii) Proof of payment of License fees (after approval of application by the Board).

Type of license, registration or other matters under the Act or Regulations	Fees payable in Uganda Shillings
Application fee to conduct a national or public lottery: - (a) foreigners (b) nationals	
	50,000,000/=
	20,000,000/=
License fee to conduct a national lottery	100,000,000/=
Application fee to conduct a public lottery (a) foreigners (b) nationals	
	20,000,000/=
	10,000,000/=
License fee to conduct public lottery	10,000,000/=
Application fee to operate a casino, or a casino operating license; (a) foreigners (b) nationals	
	50,000,000/=
	20,000,000/=
License fee to operate a casino, or a casino operating license	15,000,000/=
Application fee for a for a license to provide facilities for pool betting, or a pool betting operating license; (a) foreigners (b) nationals	
	20,000,000/=
	10,000,000/=
A pool betting, or a pool betting operating license.	10,000,000/=
Application fee for a license to provide facilities for playing bingo, or a bingo operating license; (a) foreigners (b) nationals	
	20,000,000/=
	10,000,000/=
License fee to provide facilities for playing bingo, or a bingo operating license;	10,000,000/=
Application fee for a license to provide facilities for betting, or a general betting operating license; (a) foreigners (b) nationals	
	20,000,000/=
	10,000,000/=
License fee to provide facilities for betting, or a general betting operating license;	10,000,000/=
Application fee for a license to act as abetting intermediary, or a betting intermediary operating license; (a) foreigners	

(b) nationals	20,000,000/=
	10,000,000/=
License to act as betting intermediary, or a betting intermediary operating license.	10,000,000/=
License fee to make gaming machines available for use in a gaming center or a gaming machine general operating license or gambling software operating license. (a) foreigners (b) nationals	
	20,000,000/=
	10,000,000/=
Application for renewal of license where the previous license has not expired in accordance with section 47 of the Act.	Nil
An application for a special employee license	50,000/=
Registration of gaming or betting machine or device	50,000/= per machine or device
Transfer of registered ownership of gaming or betting machine or device	50,000/=
Approval to lease or transfer possession of a gaming or betting machine	50,000/=
Inspection and approval fee for establishing a branch of a casino or any other gaming or betting facility	1,000,000/=