



## LOTTERIES AND GAMING BOARD

# REQUIREMENTS FOR VARIOUS LICENCES



1. letter of application.
2. It is pertinent that during the currency of a casino licence, other than temporary casino licence the licensee shall maintain a hotel (currently with at least 50 rooms) on the licensed premises, of such size and standard as specified in the licence.
3. Building plans which indicate the following:
  - The casino area where the slot machines and gaming tables would be located.
  - Toilets for the male and female punters for the casino only
  - Security positions i.e security systems, strong rooms and vaults
  - Bar positions
  - Fire escapes
  - Any other details that might be included for the casino area.
4. The beneficial owners and associates, proprietors/shareholders and directors' credentials including a vetted set of fingerprints for each person together with clearance by the Financial Clearing Bureau.
5. Completion of Declaration form by beneficial owners.
6. Applicable documentation: -
  - A comprehensive business plan demonstrating viability including cashflow projections
  - Certificate of Incorporation
  - Memorandum and Articles of Association (with one of the objects that states that the company can carry out casino business).
  - List of all beneficial owners and associates, proprietors and shareholding including copy of companies form CR6.

7. Casino experience should be given, if any.
8. Financial position evidencing concrete capacity to acquire the compliant casino devices and pay prizes including jackpots [Audited financial statements (to enable the Board to determine solvency, liquidity, capital adequacy and other prudential measures) and six months current bank statements or a bank guarantee for not less than fifty thousand United States of America dollars (US\$50 000) or equivalent covering exposure to sundry punters for prizes and jackpots].
9. A mandatory approval of gaming device by the board will take place in due course upon receipt of suitable letter of invitation to inspect the device at source.
10. Remit the prescribed/statutory application fee in due course.
11. Name of appointed Compliance officer.

1. letter of application.
2. Building plans which indicate the following:
  - The gaming area should clearly indicate where the slot machines would be located.
  - Toilets for the male and female punters.
  - Security positions i.e security systems, strong rooms and vaults.
  - Fire escapes
  - Any other details that might be included for the gaming area.
3. The beneficial owners and associates, proprietors/shareholders and directors' credentials including a vetted set of fingerprints for each person together with clearance by the Financial Clearing Bureau.
4. Completion of Declaration form by beneficial owners.
5. Applicable documentation: -
  - A comprehensive business plan demonstrating viability including cashflow projections
6. Financial position evidencing concrete capacity to acquire the gaming devices and pay prizes including jackpots [Audited financial statements (to enable the Board to determine solvency, liquidity, capital adequacy and other prudential measures) and six months current bank statements or a bank guarantee for not less than fifty thousand United States of America dollars (US\$50 000) or equivalent covering exposure to sundry punters for prizes and jackpots].
7. A mandatory approval of gaming device by the board will take place in due course upon receipt of a suitable letter of invitation to inspect the device at source.
8. Remit the prescribed/statutory application fee in due course.
9. Name of appointed Compliance officer.

When all the above requirements have been considered and approved, the enabling documents shall be issued.



- 1 Applicant should be a member of the prescribed betting Associations
2. Documentation of application from the Association with the underlisted.
3. The applicant's vetted set of fingerprints together with clearance by the Financial Clearing Bureau.
4. Completion of Declaration form by beneficial owners.
5. Applicable documentation: -
  - A comprehensive business plan demonstrating viability including cashflow projections
6. Financial position evidencing concrete capacity to acquire the devices and pay prizes including jackpots [Audited financial statements (to enable the Board to determine solvency, liquidity, capital adequacy and other prudential measures) and six months current bank statements or a bank guarantee for not less than fifty thousand United States of America dollars (US\$50 000) or equivalent covering exposure to sundry punters for prizes and jackpots].
7. Remit the prescribed/statutory application fee in due course
8. Name of appointed Compliance officer.

- 1.** Completion of a raffle draw form
- 2.** Application letter
- 3.** Vetted fingerprints of the Director or Head of the institution applying for the raffle
- 4.** The following institutions are eligible to apply for a raffle licence
  - Welfare organisations who are registered with the Department of Social Welfare.
  - Schools and sports activities. Schools should submit supporting letter from the Ministry of Education while sporting organisations should submit supporting letter from the Sports and Recreation Commission.
  - Health institutions e.g., hospitals, clinics
  - Churches should submit a copy of their constitution.
- 5.** Proof of prizes to be won.
- 6.** Sample ticket

- 1.** letter of application.
- 2.** The beneficial owners and associates, proprietors/shareholders and directors' credentials including a vetted set of fingerprints for each person together with clearance by the Financial Clearing Bureau.
- 3.** Completion of Declaration form by beneficial owners.
- 4.** Applicable documentation: -
  - A comprehensive business plan demonstrating viability including cashflow projections
  - Certificate of Incorporation
  - Memorandum of Articles of Association (with one of the objects that the company can carry out Lottery business.
  - List of all beneficial owners and associates, proprietors and shareholding including copy of companies form CR14.
- 5.** Financial position evidencing concrete capacity to acquire the lottery devices and pay prizes including jackpots [Audited financial statements (to enable the Board to determine solvency, liquidity, capital adequacy and other prudential measures) and six months current bank statements or a bank guarantee for not less than fifty thousand United States of America dollars (US\$50 000) or equivalent covering exposure to sundry punters for prizes and jackpots].
- 6.** Remit the prescribed/statutory application fee in due course.
- 7.** Name of appointed Compliance officer.



## **LOTTERIES AND GAMING BOARD**

Contact us at 44 Lawson Avenue, Milton Park, Harare

Landline: **+263 242 702986/257033/257037**

Cell: **+263 719 782 355**

WhatsApp: **+263 713 961 556**

Email: **info@lgb.co.zw**

Website: **www.lgb.co.zw**