

ORDINANCE
on the documents necessary for the issue of licences under the Gambling Act and on the issue of permits for implementing changes therein

Chapter One

GENERAL PROVISIONS

Article 1. The ordinance sets out the documents necessary for the issue of licences under the Gambling Act (GA) and on the issue of permits for implementing changes therein by the State Commission on Gambling (SCG).

Article 2. (1) For the issue of a licence for organising games of chance and for organising activities such as manufacture, distribution and maintenance and import, distribution and maintenance of gambling equipment, as well as changes to licences which have already been issued, a written request in a standard form has been submitted to the SCG, to which the documents referred to in the ordinance have been enclosed.

(2) The chairperson of the SCG shall approve forms of the written requests and declarations.

Article 3. (1) All documents submitted pursuant to the ordinance shall be in the Bulgarian language. Where any of the documents is submitted in a language other than Bulgarian, the same shall be accompanied by an official translation in the Bulgarian language.

(2) Where documents are submitted by persons who are not citizens of or are not registered in the Republic of Bulgaria, these documents shall be submitted in a form and with the contents specified in the national legislation of the person. Where the relevant national legislation does not foresee the issue of the necessary document by a competent state authority, this shall be certified in an express notary certified declaration of the person wherein it shall also declare the presence or the non-applicability of circumstances for which document provision is required.

(3) All documents for which the ordinance has not expressly specified submission in the original, may be submitted as official certified copies. Notary deeds or documents certifying a property right shall be submitted as copies certified by the requester.

(4) The documents which are issued with a certain term of validity shall be up-to-date as at the date of request submission and throughout the check and investigation referred to in Article 33 of the GA.

(5) Where a request is signed by a proxy, an original notary certified power of attorney shall be enclosed. For requests under Chapter Four, it is sufficient to enclose a notary certified power of attorney to the original request for change.

Article 4. Where the requester owns a valid licence for carrying out a gambling activity issued by a competent authority from another Member signatory of the European Union, of another Member State under the European Economic Area Agreement, the provisions referred to in Article 33 (7) and (8) of the GA shall apply.

Chapter Two

DOCUMENTS FOR THE ISSUE OF AN INITIAL LICENCE FOR ORGANISING GAMES OF CHANCE

Article 5. (1) For the issue of a licence for organising games of chance, a request is submitted, to which the following documents shall be submitted:

1. documents about the requester – where it has no unique identification code (UIC) or no UIC has been specified in the request, the following shall be submitted:

a) A document for current commercial or court registration or current articles of association, respectively charter certified by the legal representative of the requester or

b) An excerpt from a court registry or an equivalent document of a court or administrative authority from the state of incorporation of the legal entity or the non-profit legal entity as well as current articles of association;

2. ID documents of the owners, partners or shareholders of the requester:

a) An excerpt from the requester's book of shareholders certified by its legal representative;

b) An excerpt from a court registry, an equivalent document of a court or administrative authority referred to in point 1 (b) or any other document of the requester which certifies data about the persons under point 2, where the requester has no UIC or where the request specifies no UIC;

c) Where the person pursuant to point 2 owns a qualified holding in the requester's owner's equity and is a legal entity which is not registered in the Republic of Bulgaria, a document referred to in point 1 (b), out of which the legal representatives of the persons are established;

3. Certificates of no criminal conviction for the:

a) owners, partners and shareholders with qualified participation of the requester – original;

b) managers, procurators and members of the managing and supervisory boards of the company or of a non-profit legal entity – original;

4. notary certified declarations in a standard form:

a) for the applicability of circumstances referred to in Article 8 (1) and (4) of the GA – original;

b) under Article 8 (2) of the GA on the origin of the funding for organising the games and for making the investments referred to in Article 5 (2), respectively in Article 26 (4) of the GA – original;

c) under Article 8 (2) of the GA on the presence or lack thereof of owners or partners/shareholders which are non-personified companies or companies registered in an offshore zone – original;

d) on the circumstances referred to in Article 8 (3) of the GA – to be submitted by the legal representative of the requester – original;

e) on the property and financial standing referred to in Article 8 (5) of the GA – original;

e) on the circumstances referred to in Article 9 (1) of the GA – original;

f) on the circumstances referred to in Article 7 (1) of the GA – original;

g) on the circumstances referred to in Article 9 (8) of the GA – original;

5. A list of the persons directly related to the management and carrying out of the game – in a standard form;

6. Documents proving the availability of funds for investments and for organising games of chance in the amount stipulated in Article 5 (1), respectively in Article 26 (4) of the GA; such documents may be: statements from bank accounts, balance sheet, trial balance, cash journal, etc.;

7. Documents proving the origin of the funds for investments and for organising games of chance:

a) Audited annual financial statement for the year before;

b) Interim financial statement encompassing the period specified in the declarations referred to in point 4 (b) and (e);

c) annual tax declaration of the requester for the year before;

d) certificate pursuant to Article 87 (6) of the Tax and Social Insurance Procedure Code (TSIPC);

e) other documents proving the origin of funds, depending on the declared source of financing;

f) the respective documents under points a) – e) for third persons where they have secured the funding;

8. Mandatory gambling conditions and rules for organising the respective game of chance (in 2 copies) – original;

9. Mandatory technical requirements for the systems for control over the respective game of chance and the gambling equipment or mandatory technical and functional requirements for the gambling software and the communication equipment for remote organising the game of chance (2 copies) – original;

10. Mandatory rules for work organisation and financial control over the organisation of the respective game of chance and mandatory accountability forms (2 copies) – original;

11. A document for paid state fee for document review.

(2) Where the requester is a commercial company referred to in Article 4 (1) (1) of the GA, in which an owner, partner or shareholder is a foreign person, except for the cases under Article 7 (2) of the GA, documents proving the meeting of Article 7 (1) (1) or (2) of the GA shall be enclosed to the request under paragraph 1.

Article 6. For the issue of a decision confirming an investment related to an original licence, a request in a standard form shall be submitted, to which the following documents shall be appended:

1. Documents proving the purchase and/or acquisition of tangible and/or intangible assets by means of financial leasing in accordance with § 1, point 19 of the supplementary provisions of the Gambling Act related to the organising of the game of chance under the licence issued; such documents may be: notary deeds for acquiring a property right, contracts, invoices for payments made, financial statements, accounts, etc.

2. A document for paid state fee for document review.

Article 7. For the issue of a licence for organising a conventional lottery, instant lottery and raffle, apart from the documents referred to in Article 5 (1), the following documents shall be submitted:

1. A notary certified declaration in a standard form on the applicability of circumstances referred to in Article 15 (2) of the GA concerning the charity purpose of the single instant lotteries and raffles – original;

2. A property document and a document certifying the legal grounds for the use of buildings and premises where the systems for submitting information about winnings generation and allocation shall be found;

3. Standard forms (full-colour – face and back) of coupons, tickets and other marks certifying participation in a lottery game or raffle, which always specify the issuer (3 copies) – original;

4. estimate of betting revenues and winnings-related costs.

Article 8. For the issue of a licence for organising toto and lotto games and variations thereof, apart from documents referred to in Article 5 (1), the following documents shall be submitted:

1. Mandatory rules for betting outlets and for central toto and lotto outlets or variations thereof concerning the type of premises and buildings, the minimum floor area, distribution of premises and the necessary technical equipment for control (in 2 copies) – original;

2. Technical and functional specifications of systems referred to in Article 55 (4 3X) (in 2 copies) – original;

3. A property document and a document certifying the legal grounds for the use of buildings and premises where the systems for submitting information about winnings generation and allocation as well as the outlets shall be found;

4. A notary certified written consent of all co-owners where the premises housing bet acceptance and winnings payout outlets are co-owned;

5. Standard forms (full-colour – face and back) of coupons, tickets and other marks certifying participation in toto and lotto games or variations thereof (3 copies) – original;

6. Estimate of betting revenues and winnings-related costs in toto games;

7. A list of the gambling equipment containing at least data about the following: name, type, modification, number, factory numbers, manufacturer, year of manufacture of the gambling equipment.

Article 9. For the issue of a licence for organising the games Bingo and Keno or variations thereof, apart from the documents referred to in Article 5 (1), the following documents shall be submitted:

1. Mandatory rules for the gambling hall for organising the game Bingo or Keno or variations thereof concerning the type of premises and buildings, the minimum floor area, the distribution of premises and the necessary technical equipment for control (in 2 copies) – original;

2. a copy of a cadastral map or a detailed spatial development plan (where no cadastral map or cadastral registers are in force) for the territory where the site is located whereon the contours are plotted in accordance with the Ordinance on the rules, methods, technical means and requirements for contour plotting pursuant to Article 44 of the Gambling Act;

3. A certificate for the measured contours issued by a person with full legal capacity for conducting geodesy, cartography and cadastre activities;

4. A notary certified written consent of all co-owners where the premise housing the gambling hall is located is co-owned;

5. An approved by the chief architect of the respective municipality (region) engineering design – part Architecture, of the gambling hall and its adjoining premises with included premise distribution plan and their area as well as a document for putting to operation (a certificate for putting to operation, respectively, permit for use) of the site where the gambling hall is located;

6. A plan for the purpose of the premises and the floor area of the gambling hall, for the number and distribution of gambling equipment, in accordance with the requirements of the Gambling Act (in the original), prepared and signed by a person with full legal capacity for design approved under the procedure of the Chambers of Architects and Engineers in the Investment Design Act, as well as signed by the requester;

7. Rules and regulations on the funds and method for observing the order and security of the site where the games of chance shall be organised, as drafted and signed by the requester;

8. A contract for security of the gambling hall with an enclosed certificate for carrying out security activity; these documents shall not be submitted where the security of the gambling hall shall be provided by persons who are employed by the company organising the games of chance;

9. Documents certifying the origin, ownership or any other legal grounds for the use of gambling equipment;

10. A list of the gambling equipment containing at least data about the following: name, type, modification, number, factory numbers, manufacturer and year of manufacture of the gambling equipment.

11. Technical and functional specifications of systems referred to in Article 57 (5 3X) (in 2 copies) – original;

12. A property document and a document certifying the legal grounds for the use of the gambling hall, buildings and premises where the systems for submitting information about winnings generation and allocation shall be found;

13. Standard forms (in full colour – face and back) of coupons for participation in Bingo or Keno games and variations thereof (in 3 copies) –original;

14. estimate of betting revenues and winnings-related costs.

Article 10. For the issue of a licence for organising and conducting games of chance with betting on the outcome of sports competitions and horse and dog races, apart from the documents referred to in Article 5 (1) the following documents shall be submitted:

1. Mandatory rules for betting outlets and for central toto and lotto outlets for betting on the outcome from sports competitions and horse and dog races concerning the type of premises and buildings, the minimum floor area, distribution of premises and the necessary technical equipment for control (in 2 copies) – original;

2. Technical and functional specifications of systems referred to in Article 60 (5 3X) (in 2 copies) – original;

3. A property document and a document certifying the legal grounds for the use of buildings and premises where the systems for submitting information about winnings generation and allocation as well as the outlets shall be found;

4. A notary certified written consent of all co-owners where the premises housing bet acceptance and winnings payout outlets are co-owned;

5. Standard forms (full-colour – face and back) of coupons, tickets and other marks certifying participation in games of chance with betting on the outcome of sports competitions and horse and dog races (3 copies) – original;

Article 11. For the issue of a licence for organising games of chance with betting on chance events and betting related to the accurate guessing of facts, apart from the documents referred to in Article 5 (1) the following documents shall be submitted:

1. Mandatory rules for outlets for betting on chance events and for betting related to the accurate guessing of facts concerning the type of premises and buildings, the minimum floor area, distribution of premises and the necessary technical equipment for control (in 2 copies) – original;

2. Technical and functional specifications of systems referred to in Article 62 (3 3X) (in 2 copies) – original;

3. A property document and a document certifying the legal grounds for the use of buildings and premises where the systems for submitting information about winnings generation and allocation as well as the outlets shall be found;

4. A notary certified written consent of all co-owners where the premises housing bet acceptance and winnings payout outlets are co-owned;

5. Standard forms (full-colour – face and back) of coupons, tickets and other marks certifying participation in games of chance with betting on chance events and betting related to the accurate guessing of facts (3 copies) – original;

6. Estimate of betting revenues and winnings-related costs;

7. A list of the gambling equipment containing at least data about the following: type, modification, number, factory numbers, manufacturer and year of manufacture of the gambling equipment.

Article 12. For the issue of a licence for organising games of chance with gambling machines in a gambling hall, apart from the documents referred to in Article 5 (1), the following documents shall be submitted:

1. a property document and a document certifying the legal grounds for the use of buildings and premises where the gambling hall is located;

2. a copy of a cadastral map or a detailed spatial development plan (where no cadastral map or cadastral registers are in force) for the territory where the site is located whereon the contours are plotted in accordance with the Ordinance on the rules, methods, technical means and requirements for contour plotting pursuant to Article 44 of the Gambling Act;

3. A certificate for the measured contours issued by a person with full legal capacity for conducting geodesy, cartography and cadastre activities;

4. A notary certified written consent of all co-owners where the premise housing the gambling hall is located is co-owned;

5. Mandatory rules for the gambling hall concerning the type of premises and buildings, the minimum floor area and the distribution of premises and the necessary technical equipment for control (in 2 copies) – original;

6. An approved by the chief architect of the respective municipality (region) engineering design – part Architecture, of the gambling hall and its adjoining premises with included premise distribution plan and their area as well as a document for putting to operation (a certificate for putting to operation, respectively, permit for use) of the site where the gambling hall is located;

7. A plan for the purpose of the premises and the floor area of the gambling hall, for the number and distribution of gambling equipment, in accordance with the requirements of the Gambling Act (in the original), prepared and signed by a person with full legal capacity for design approved under the procedure of the Chambers of Architects and Engineers in the Investment Design Act (CAEIDA), as well as signed by the requester;

8. Rules and regulations on the funds and method for observing the order and security of the site where the games of chance shall be organised, as drafted and signed by the requester;

9. A contract for security of the gambling hall with an enclosed certificate for carrying out security activity; these documents shall not be submitted where the security of the gambling hall shall be provided by persons who are employed by the person organising the games of chance;

10. Documents certifying the origin, ownership or any other legal grounds for the use of gambling equipment;

11. A list of the gambling equipment containing at least data about the following: name, type, modification, number, factory numbers, manufacturer and year of manufacture of the gambling equipment.

12. A list of the jackpot systems containing at least data about the following: name, type, modification, number, factory numbers and the deduction rate of the respective system, as well as the name, type, modification, number, factory numbers of the gambling machines related to the respective jackpot system.

Article 13. For the issue of a licence for organising games of chance in a gambling casino, apart from the documents referred to in Article 5 (1) the following documents shall be submitted:

1. a property document and a document certifying the legal grounds for the use of buildings and premises where the gambling casino is located;

2. a copy of a cadastral map or a detailed spatial development plan (where no cadastral map or cadastral registers are in force) for the territory where the site is located whereon the contours are plotted in accordance with the Ordinance on the rules, methods, technical means and requirements for contour plotting pursuant to Article 44 of the Gambling Act;

3. A certificate for the measured contours issued by a person with full legal capacity for conducting geodesy, cartography and cadastre activities;

4. A notary certified written consent of all co-owners where the premise housing the gambling casino is co-owned;

5. An approved by the chief architect of the respective municipality (region) engineering design – part Architecture, of the gambling casino and its adjoining premises with included premise distribution plan and their area as well as a document for putting to operation (a certificate for putting to operation, respectively, permit for use) of the site where the gambling casino is located;

6. A plan for the purpose of the premises and the floor area of the gambling casino, for the number and distribution of gambling equipment, in accordance with the requirements of the Gambling Act – in the original, drawn up and signed by a person with full legal capacity for design acquired under the procedure of the CAEIDA and signed by the requester;

7. Rules and regulations on the funds and method for observing the procedure in the gambling casino, as drafted and signed by the requester;

8. Certificates for qualification to practise the profession and contracts with the persons directly involved in the management of the gambling casino and with the organisation of games of chance therein;

9. Mandatory rules for the gambling hall concerning the type of premises or the building, the minimum floor area and the distribution of premises and the necessary technical equipment for control (in 2 copies) – original;

10. Standard form of a register under Article 74 (1 3X);

11. A contract for security services at the gambling casino with an enclosed permit for conducting security services, as well as a list of the persons who will be conducting them;

12. Documents certifying the origin, ownership or any other legal grounds for the use of gambling equipment;

13. A list of the gambling tables containing at least data about: number, factory number, type of game of chance, type of bet;

14. A list of the gambling machines containing at least data about the following: name, type, modification, number, factory numbers, manufacturer, year of manufacture of the gambling equipment;

15. A list of the jackpot systems containing at least data about the following: name, type, modification, number, factory numbers and the deduction rate of the respective system, as well as the name, type, modification, number, factory numbers of the gambling machines related to the respective jackpot system;

16. Standard forms of marks certifying participation in the games of chance in the gambling casino meeting the requirements of the general mandatory gaming conditions and rules referred to in Article 22 (1) (4) of the GA.

Article 14. (1) For the issue of a licence for organising remote games of chance, apart from the documents referred to in Article 5 (1) the following documents shall be submitted:

1. Notary certified declarations for:

a) The applicability of circumstances referred to in Article 6 (1) (1) of the GA;

b) Consent for the provision of information to the State Commission on Gambling, the National Revenue Agency and the Ministry of Internal Affairs for any amounts incoming, paid or available in the bank account referred to in Article 6 (1) (3) of the GA;

2. A property document and/or a document certifying the legal grounds for the use of buildings and premises where the control local server of the organiser of remote games of chance is located;

3. Documents certifying the origin, ownership or any other legal grounds for the use of the control local server and the gambling software of the communication equipment;

4. System documentation pursuant to Article 6 (1) (4) of the GA with a description of their functions, maintenance procedures, descriptions of the error messages, as well as a description of the process of participant identification and registration;

5. Technical and functional specifications of the access systems referred to in Article 80 (4 3X) (in 2 copies) – original;

6. A contract with a bank certifying that an account has been opened for placing bets and payout of winnings, in accordance with the requirements of Article 6 (1) (3 3X);

7. Standard forms for certifying marks – for the games referred to in Articles 7–11 and Article 13;

8. An estimate for betting revenues and winnings-related costs – for the games under Articles 7–9 and Article 11.

(2) For remote games of chance, the tickets, coupons and other certifying marks for participation in games are not securities. The requirements of the Ordinance on the conditions and procedure for printing, provision and destruction of securities do not apply.

Article 15. For the issue of a licence for organising remote games of chance, apart from the documents referred to in Article 14 (1) the following documents shall be submitted:

1. Detailed documentation of the site where participation in remote games of chance will take place, with a full description of its technical and functional specifications, – to be submitted as a hardcopy;

2. A list of the online gambling equipment including at least the following details: name, version of the gambling software, ID number, to be provided with the games toto and lotto, Bingo and Keno, games with bets on chance events and bets related to the accurate guessing of facts and games with bets on the outcome of sports competitions and horse and dog races;

3. A list of the online gambling equipment including at least the following details: name, version of the gambling software, ID number and maximum number of simultaneous gaming sessions which corresponds to the respective number of gaming places – to be submitted for games of chances with gambling machines and games of chance in a gambling casino;

4. Rules for storage of information about the simultaneous gambling sessions, bets made and winning formation.

Article 16. For the issue of a licence for organising remote games of chance via electronic communication means, apart from the documents referred to in Article 14 (1) the following documents shall be submitted:

1. A preliminary contract with a phone and/or telecommunication operator for the provision of the electronic communication service;
2. A preliminary contract for the provision of TV services concluded among a TV channel, organiser and executive producer;
3. A certificate for enrollment data controllers in the public register issued by the Commission for Personal Data Protection.

Chapter Three

DOCUMENTS FOR THE ISSUE OF AN ORIGINAL LICENCE FOR THE MANUFACTURE, DISTRIBUTION AND MAINTENANCE AND FOR THE IMPORT, DISTRIBUTION AND MAINTENANCE OF GAMBLING EQUIPMENT

Article 17. (1) For the issue of a licence for the manufacture, distribution and maintenance and for the import, distribution and maintenance of gambling equipment, a request has been submitted with the following documents attached:

1. documents about the requester – where it has no UIC or no UIC has been specified in the request, the following shall be submitted:
 - a) A document for current commercial or court registration or current articles of association, respectively charter certified by the legal representative of the requester or
 - b) An excerpt from a court registry or an equivalent document of a court or administrative authority from the state of incorporation of the legal entity as well as current articles of association;
2. ID documents of the owners, partners or shareholders of the requester:
 - a) An excerpt from the requester's book of shareholders certified by its legal representative;
 - b) An excerpt from a court registry, an equivalent document of a court or administrative authority referred to in point 1 (b) or any other document of the requester which certifies data about the persons under point 2, where the requester has no UIC or where the request specifies no UIC;
 - c) Where the person pursuant to point 2 owns a qualified holding in the requester's owner's equity and is a legal entity which is not registered in the Republic of Bulgaria, a document referred to in point 1 (b), out of which the legal representatives of the persons are established;
3. Certificates of no criminal conviction for the:
 - a) owners, partners and shareholders with qualified participation of the requester – original;
 - b) managers, procurators and members of the managing and supervisory boards of the company – original;
4. notary certified declarations in a standard form:
 - a) for the applicability of circumstances referred to in Article 8 (1) and (4) of the GA – original;
 - b) under Article 8 (2) of the GA on the origin of the funds for organising the activity and for making the investments referred to in Article 5 (2), respectively in Article 26 (4) (6X) or Article 5 of the GA – original;
 - c) under Article 8 (2 3X) on the presence or lack thereof of owners or partners/shareholders which are non-personified companies or companies registered in an offshore zone – original;
 - d) on the property and financial standing referred to in Article 8 (5 3X) – original;
 - e) on the circumstances referred to in Article 7 (1 3X) – original;
5. Documents proving the availability of funds for investments and for organising games of chance in the amount stipulated in Article 5 (1), respectively in Article 26 (4) of the GA; such documents may be: statements from bank accounts, balance sheet, trial balance, cash journal, etc.;
6. Documents proving the origin of the funds for investments and for organising games of chance:
 - a) Audited annual financial statement for the year before;
 - b) Interim financial statement encompassing the period specified in the declarations referred to in point 4 (b) and (e);
 - c) annual tax declaration of the requester for the year before;
 - d) a certificate referred to in Article 87 (6) of the TSIPC;
 - e) other documents proving the origin of funds, depending on the declared source of financing;
 - f) the respective documents under points a) – e) for third persons where they have secured the funding;
7. Certificate for registration of a brand of a manufacturer or importer from the Patent Office of the Republic of Bulgaria or by the Office of Harmonization for the Internal Market (OHIM);
8. Graphic sample of a company seal or of the importer's service centre;
9. Graphic samples of a mark containing the data referred to in Article 66 of the GA – in case of a request for a manufacture, distribution and maintenance licence;
10. A list of the maintenance technicians of the service centres of the manufacturer or the importer containing at least the following details: full name and PIN of the maintenance technicians, specialty and contact details;
11. A document for paid state fee for document review.
 - (2) Where the requester is a commercial company referred to in Article 4 (1) (1) of the GA, in which an owner, partner or shareholder is a foreign person, except for the cases under Article 7 (2) of the GA, the documents proving the meeting of Article 7 (1) (1) or (2) of the GA shall be enclosed to the request under paragraph 1.

Article 18. For the issue of a decision in confirmation of an investment made in regard to the original licence for the manufacture, distribution and maintenance of gambling equipment, a request has been submitted with the following documents attached:

1. Documents proving the purchase and/or acquisition of tangible and/or intangible assets by means of financial leasing in accordance with § 1, point 19 of the supplementary provisions of the Gambling Act related to the organising of the game of chance under the licence issued; such documents may be: notary deeds for acquiring a property right, contracts, invoices for payments made, financial statements, accounts, etc.;

2. A document for paid state fee for document review.

Chapter Four

CHANGES IN THE CIRCUMSTANCES OF AN EXISTING LICENCE

Article 19. (1) For the issue of a decision on the approval of a change entered in the commercial registration of the games-of-chance organiser or activities under the GA and for the issue of a new certificate under Article 34 of the GA, with a registered change a request has been submitted, to which the following documents shall be enclosed:

1. Documents about the requester – where it has no UIC or no UIC has been specified in the request, the documents referred to in Article 5 (1) (1) shall be submitted:

2. Documents about the newly-appointed person who represents the organiser: the documents referred to in Article 5 (1) (3b) and Article 5 (1) (4a) and a certificate referred to in Article 87 (6) of the TSIPC shall be submitted;

3. A document for paid state fee for document review.

(2) For the issue of a decision under Article 37 (4) of the GA, a request is submitted, to which the following documents shall be submitted:

1. Upon a change in the composition of the managing or supervisory board of an organiser, the documents referred to in Paragraph 1 shall be submitted;

2. Upon a change of an owner, partner or shareholder with the qualified participation of an organiser, the documents referred to in Article 5, paragraph 1, points 1-3, point a) and point 4, points a) and d), a certificate under Article 87 (6) of the TSIPC, a contract on the acquisition of shares, documents proving the origin of funds for the purchase of the stakes (shares), as well as a balance sheet of the organiser as at the last calendar month prior to the date of filing the request shall be submitted;

3. A document for paid state fee for document review.

Article 20. (1) For a decision to issue a permission for implementing changes to circumstances in an existing licence, other than the changes referred to in Article 19, as well as for confirmation of changes to the rules of the organiser referred to in Article 22 (2) (11) of the GA, a request shall be submitted, to which the documents referred to in paragraphs 2, 3 or 4 shall be enclosed.

(2) To the request for the issue of a decision for implementing changes to the gambling, online gambling equipment and/or communication equipment (reduction or increase in the number, replacement, change in the type, respectively the version or modification), the following documents shall be enclosed:

1. A list with the gambling, online gambling equipment and/or communication equipment which shall be replaced, modified or with which the number of the machines shall be reduced or increased, containing at least the following details: name, type, modification, number, factory numbers, manufacturer and the year of manufacture of the gambling equipment, the respective name, software version, modification, ID number, software manufacturer, maximum number of gaming sessions, corresponding to the number of gaming places for the virtual gambling equipment and/or communication equipment;

2. A list of the gambling equipment, of the online gambling and/or communication equipment which shall be in operation after the changes, containing at least the following changes: name, type, modification, number, factory numbers, manufacturer and the year of manufacture of the gambling equipment, the respective name, software version, modification, ID number, software manufacturer, maximum number of gaming sessions, corresponding to the number of gaming places for the virtual gambling equipment and/or communication equipment;

3. Documents certifying the origin, ownership or any other legal grounds for the use of the new gambling or communication equipment;

4. plan for the purpose and floor area of the premises in the gambling hall, for the number and distribution of the gambling equipment, in accordance with the requirements of the GA – to be submitted in the original, prepared and signed by a person with full legal capacity for design, acquired under the procedure of the CAEIDA and signed by the requester – where the number of gambling equipment and/or the number of gambling places is increased;

5. A document for paid state fee for document review.

(3) To the request for the issue of a decision for registration of a change in the number and/or address of bet acceptance and winnings payout outlets, in which the central computer system or the control local server shall be located, the following documents shall be enclosed:

1. The documents referred to in Article 5, paragraph 1, point 4, points d) and f) and point 5 – for the respective new outlet;

2. A document for ownership and document certifying the legal grounds for the use of buildings and premises where the new bet acceptance and winning payout outlets or the central computer system or the control local server shall be located;

3. A notary certified written consent of all co-owners where the premises housing bet acceptance and winnings payout outlets are co-owned;

4. A document for paid state fee for document review.

(4) To a request for endorsing changes to the rules of the organiser of games of chance under the procedure stipulated in Article 22 (1) (11) of the GA, the following documents shall be enclosed:

1. A description of the changes: all provisions from the organiser-endorsed rules shall be specified where there is an amendment, supplement and/or deletion of a text, as well as the all newly-drafted provisions;

2. A full text of the rules featuring the changes planned by the organiser – signed by the requester (in 2 copies) –original;

3. A document for paid state fee for document review.

Article 21. (1) Upon change in the legal form, the newly-created company shall submit a request for the issue of a decision pursuant to Article 39 (5) of the GA and a certificate which shall name the new licence holder. To the request, a document for paid fee for document review, the documents referred to in Article 5, paragraph 1, point 3, point b) and point 4, point a) and a certificate referred to in Article 87 (6) of the TSIPC for any of the persons representing the organiser or members of its Board of Directors or Supervisory Board shall be enclosed. These documents shall not be submitted if they have been submitted for the respective person upon the issue of the license of the so-transformed organiser.

(2) Upon transformation through takeover or merger, the receiving, respectively, the newly-created company shall submit a request for the issue of a decision pursuant to Article 39 (5) of the GA and a certificate which shall name the new licence holder. The following documents shall be enclosed to the request:

1. A declaration for the applicability of circumstances referred to in Article 9 (8) of the GA;

2. Documents referred to in Article 5 (1) (2) for the receiving and/or newly-created company;

3. Documents referred to in Article 19 (1) (2) for the newly-appointed persons representing the receiving, respectively, the newly-created company;

4. If as a result of the transformation, a change to the partner setup or that of shareholders with qualified participation has occurred, the documents referred to in Article 19 (2) (2) shall be submitted;

5. A document for paid fee for document review.

(3) Upon transformation through division or spin-off, the receiving company shall submit a request for the issue of a decision pursuant to Article 39 (5) of the GA and a certificate which shall name the new licence holder. Along with the request, apart from the documents referred to in paragraph 2 about the receiving company, the following documents shall be submitted:

1. Documents proving the availability of funds for organising the game licensed with the accepting company;

2. Documents proving the availability of investments made upon the originally issued licence by the organiser with whom this licence has remained, respectively, passed as a result of the transformation;

3. a balance sheet of the receiving company as at the last day of the month after transformation registration in the Commercial Register, along with a depreciation plan – breakdown by accounts from Group 20 – 21;

4. A division protocol for the assets of the transformed company;

5. A document for paid fee for document review.

Chapter Five

EXTENSION OF LICENCE PERIOD. NEW LICENCE. EARLY TERMINATION.

Article 22. To extend the term of an existing licence, a request shall be submitted, to which a notary certified declaration for the applicability of circumstances referred to in Article 36 (1) (3) of the GA shall be enclosed.

Article 23. For the issue of a licence in the cases referred to in Article 36 (3) of the GA, prior to the expiry of the period of the existing licence, a request shall be submitted, to which the following documents shall be enclosed:

1. A notary certified declaration about the change or none whatsoever in the circumstances which shall be proven with the documents stipulated in the ordinance;

2. The documents envisaged in the ordinance for the respective type of game of chance, a declaration shall be submitted on those circumstances which have been changed or amended;

3. A document for paid state fee for document review.

Article 24. To terminate the effect of the licence prior to the expiry of the period, a request with a notary certified signature of the legal representative of the requester shall be submitted.

SUPPLEMENTARY PROVISIONS

§ 1. "An officially certified copy" within the meaning of the ordinance shall be a notary certified copy of a document or a copy of a document certified by the issuer or author.

§ 2. "Official translation" shall be translation by a translator who has concluded a contract with the Ministry of Foreign Affairs on the execution of official translations.

FINAL PROVISION

§ 3. The ordinance shall be approved on the grounds of Article 8 (5) of the Gambling Act.