



Junket Representative Licence Application Form

- This application form should be used by anyone wishing to be employed as a junket representative for a junket operator holding a Junket Operator licence with the Commission. A “Junket Representative” is defined under the Casino Operations and Control Law of 2015 as a natural person, who provides services for the referral, procurement or selection of persons who may participate in any junket to the Republic of Cyprus Integrated Casino Resort, regardless of whether such activities occur in the Republic or not.
- Please read the Junket Representative Licence Application Form Guidance Notes before completing this application form.
- If you make a mistake, please fill in the box and write the correction as near to the mistake as possible. **Do not use correction fluid.**
- If there are **any** changes to your circumstances, or if **any** of the information contained within this form changes during the period between submitting your application and your application being determined, you **must** notify the Commission immediately. Failure to do so could result in your application being delayed or cause the decision on your licence to be reviewed.
- If the application fee, and if required an investigation fee, is not provided, the form is completed incorrectly or supporting documentation is missing or not provided upon request, your application will be delayed, and this may result in your application being determined based on the information we have available which may affect the decision on whether a licence can be granted.

Section 1. Applicant Details

Question 1.

Please provide the full name and address of the applicant who is applying for the licence and the full name and address of the applicant’s spouse or civil partner if applicable.

Applicant Name and address:

First name

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Last Name

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Current address
Property number/name

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Street

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Town/City

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Country

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Zip/Postal code

--	--	--	--	--	--	--	--

Spouse or civil partner name and address:

First Name

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Last Name

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Previous last name (if applicable)

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Address if different from Applicant's
Property number/name

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Street

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Town/City

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Country

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Zip/Postal code

--	--	--	--	--	--	--	--

Question 2.

Please provide the following identifying details for you and your spouse (the term spouse includes a common law spouse or life partner)

	You	Your spouse
Other names you have used or use, or by which you have been or are known		
Date of Birth		
Place of Birth		

National Insurance/Social Security/ National ID number		
Nationality (list all)		
Passport number(s)		
Date of passport(s) issue		
Details of all legal name changes		
Telephone number home		
Telephone number mobile		
Email address		
Current business address		
Telephone number business		
Employer name and address		
Position at Employer		
Employed at Employer since		
Employee ID number		
Name of Supervisor		

You must complete the Photograph Identification Form which is included in this application and attach a passport sized photograph. Please see Guidance Notes for instructions.

Period of employment From-To (MM/YY)	Name, Address and telephone no. of employer	Position held and description of duties	Name of Supervisor	Reason for Leaving

Section 4. Licence History

Question 7.

The Commission requires details of all junket representative licences or any other gaming-related licences, permits or certificates of suitability in any jurisdiction currently or previously held by the applicant. In addition to requiring copies of any licences held, the Commission will also require confirmation from each jurisdiction where a licence is held as to your track record of compliance with legal and regulatory requirements. Please provide with the application a copy of each such licence and confirmation from the regulator where each licence, permit or approval is held.

Do you currently hold, have any applications pending or have you previously held any junket representative or any other gambling-related licences, permits or approvals in any jurisdiction? Provide details of all such licences, permits or approvals by using a continuation sheet if necessary

Yes - please provide details below



No - please continue to question 9



7a Name of issuing body

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Type of licence held

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Licence number

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Country

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Date licence was issued DD/MM/YYYY

--	--	--	--	--	--	--	--	--

Brief description of activities authorised by licence or approval

7b Name of issuing body

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Type of licence held

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Licence number

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Country

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Date licence was issued DD/MM/YYYY

--	--	--	--	--	--	--	--	--

Brief description of activities authorised by licence or approval

Question 8.

Have you had any disciplinary action taken against it in the last ten years in respect of the licences detailed in response to question 7? Please include any current or pending disciplinary action.

Yes – please provide details below
(use a continuation sheet if necessary)



No – please continue to question 9



Date of action

--	--	--	--	--	--	--	--	--

Details of action

Disqualified Cancelled Warning
 Suspended Revoked Conditions/Restrictions Attached
 Reviewed Other Fine
 (please specify below)

Please provide details of the circumstances surrounding the disciplinary action, including the outcome and any additional information below. Please use a continuation sheet if necessary

Section 6. Criminality and Investigations

Question 9.

Have you EVER been found liable under the criminal laws of any jurisdiction, or received a civil penalty relating to your duties? Please also include details if charged with an offence but awaiting trial or under investigation.

You are required to provide with this application copies of a criminal record check issued by the police from each jurisdiction where you have lived within the past ten years.

Yes – please provide details below (use a continuation sheet if necessary) No – please go to question 10

Date DD/MM/YYYY

--	--	--	--	--	--	--	--	--	--

Details of Offence

Director’s Liability Corruption Companies Act *
 Insolvency Offences Fraudulent Trading Restraint, confiscation orders, asset recovery
 Regulatory Offences False Accounting Felony offences
 Financial Services and Market Act Offences Corporate Manslaughter Other (please specify below)

--

Please provide full details of the circumstances surrounding the offence below (including details of any penalties issued and the location of the convicting court and country). If you have crossed felony offences, ensure you specify which offence was the subject of the conviction/are awaiting trial on/or under investigation. Please use a continuation sheet if necessary.

Are you in default on any of the liabilities listed in response to question 13?

Yes – please complete the following details
(use a continuation sheet if necessary)



No – please continue question 14



Please provide details of the circumstances surrounding the default and any additional information below. Please use a continuation sheet if necessary.

Question 14.

In order to assess the financial aspect of your application the Commission requires the following information. Please refer to the Guidance Notes for further details.

- Credit reports obtained within the last sixty days.
- Original bank statements for the past three months for all bank accounts held by the applicant and the applicant’s spouse.
- A statement of monthly income and expenditure for the applicant and the applicant’s spouse for the past three months preceding this application.
- Annual tax returns filed for the past three years in any jurisdiction.

Please note the Commission may request additional financial information.

Question 15.

Please provide details of your accountants, if any, for the last 10 years. Please use a continuation sheet if necessary.

Name	Address	Country	From	To

Purpose of loan. Please provide details - also indicate if applicable how much of the loan is outstanding.

--

17b Name of lender

--

Address of lender

Date of loan from

--	--	--	--	--	--	--	--	--	--

Date to

--	--	--	--	--	--	--	--	--	--

Loan Amount

Currency	Amount

Purpose of loan. Please provide details - also indicate if applicable how much of the loan is outstanding.

--

17c Name of lender

--

Address of lender

Date of loan from

--	--	--	--	--	--	--	--	--	--

Date to

--	--	--	--	--	--	--	--	--	--

Loan Amount

Currency	Amount

Purpose of loan. Please provide details - also indicate if applicable how much of the loan is outstanding.

--

Question 18.

During the past ten years have you maintained any numbered account or any account in the name of a nominee for you?

Yes - please provide details below
(use a continuation sheet if necessary)



No - please continue to question 19



18a

Name of company	Name of Nominee
Name of bank	Place of bank and country
Account number	Account type
Details:	

18b

Name of company	Name of Nominee
Name of bank	Place of bank and country
Account number	Account type

Details:

Question 19.

Have you submitted your income tax and other required returns for the three years directly preceding the date of this application due to relevant tax authorities or received an extension?

Yes – please provide tax clearance certificates from each country.



No – please provide explanation below Use continuation sheets as necessary.



Section 8. Junket operator relationship with the applicant

The Commission requires evidence that the applicant has been vetted by the junket operator, that the junket operator has approved the applicant and has entered into or intends to enter into an employment or consultant contract with the applicant.

Question 20.

Does the junket operator named in Question 3 currently have an employment or consultant agreement with you as a junket representative in another jurisdiction? If so, please provide details below of the jurisdiction, the name of the casino or casinos to which the agreement applies and dates of commencement and termination of the agreement.

Name of jurisdiction	Name of casinos to which the agreement applies	Date of commencement	Date of termination

Question 21.

You are required to submit with this application:

- (1) A letter from the junket operator where you are or will be employed confirming that the junket operator has or intends to enter into a contact of employment or consultancy with you and enclosing a copy of the actual or proposed employment or consultant contract with the junket services operator; and
- (2) A letter from the ICR operator confirming that after having completed its own vetting procedures, the ICR operator confirms your suitability and that based on that review and in view of the Commission’s licensing objectives, the ICR operator recommends that the Commission issue you a junket representative licence.

Question 22.

Is there anything else that the Commission could reasonably expect you to inform us of or anything else you would like to add in support of your application? If so, please provide details below.

Section 9. Declaration

The following declaration must be signed in all cases by you:

Should the information provided in this application form cease to be correct, or if there are any changes to the information provided in the application form between the date the application form was submitted and the date it is determined, it is my responsibility to inform the Commission immediately. Failure to do so could result in any licence subsequently issued to be reviewed and possibly revoked or other penalties imposed.

The Commission may require confirmation or further information from third parties in respect of any evidence or documentation I have provided in support of this application. I agree to grant authorisation for the Commission to request and receive information about me and/or its officers as named in this application from those third parties.

I agree to provide authorisation for the Commission to obtain bank references (status enquiries).

I understand that any misrepresentation or failure to reveal information or grant any authorisation requested may be deemed sufficient cause for the refusal or revocation of the licence.

I certify that to the best of my knowledge that the information given in this application is complete and correct and that all material information and supporting documentation has been included and I have attached the Photograph Identification Form and photograph/JPEG image.

I understand that the Commission may conduct criminal records check. I confirm that the information that I have provided in support of this criminal records check is complete and true and I understand that to knowingly make a false statement for this purpose is a criminal offence.

I consent to having a copy of this application and any photograph, fingerprints or palm prints taken to the Police, who shall inquire into and report to the Commission on such matters as the Commission requests.

I agree to notify the Commission immediately should any of the information given in this application change.

First name (s)

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Last name

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Signed

Date DD/MM/YYYY

--	--	--	--	--	--	--	--	--	--	--

Section 10. Enclosures

Please cross the boxes to indicate the required enclosures have been attached (as applicable): Please ensure you have read the Guidance Notes and are clear as to what is required.

Application fee (non-refundable) €1,000

Investigation fee

Copies of all junket representative related licences, permits, approvals held by you. (see Q7)

Confirmation from the regulator of each jurisdiction where a licence is held as to your track record with regard to compliance with the legal and regulatory requirements (see Q7)

Copies of criminal record checks from each jurisdiction where you have lived in the past ten years

Financial statements: credit reports; original bank statements; statement of monthly income and expenditures; annual tax returns (see Q14)

Copies of any loan agreements and associated documents (see Q17)

Copies of tax clearance certificates for the previous three years in the jurisdictions where tax returns are filed (see Q19)

Copies of the confirmation letters from the junket operator and the ICR (see Q21)

Copy of the proposed employment or consultant contract with the junket operator (see Q21)

Passport sized photo and completed Photo Identification form (see Q2 and Guidance Notes)

Authorisation for Release of Information

Continuation sheets –please indicate number included

--	--	--

Remember: Your application will not be considered unless all relevant questions have been completed and the application fee has been paid in full. Failure to provide the above information or to provide further information when requested by the Commission may result in your application being determined based on the information available at the time which may affect the outcome of your application.

The National Gaming and Casino Supervision Commission is a data controller under the terms of the Republic of Cyprus Processing of Personal Data (Protection of the Individual) Law 138(I) 2001 and amendments thereto, as superseded by the General Data Protection Regulation (EU 2016/679) on 25 May 2018. The information provided in this application will be processed for the purposes necessary for the Commission to carry out its functions and meet its legal obligations. The data may be shared with third parties who fulfil a service on behalf of, and under the express instructions of, the Commission. It may also be shared with other bodies where it is necessary to do so and where we are legally required or permitted to do so. This may include sharing data, when appropriate, with relevant public authorities, overseas regulators, law enforcement agencies. Sharing data is primarily for the purpose of performing our regulatory functions such as assessing the suitability of individuals and organisations to be licensed but it may also be necessary to share information for the prevention and detection of crime or for the processing and collection of casino tax and enforcement of the Law Regulating the Establishment, Operation, Function, Supervision and Control of Casinos and Related Matters of 2015, the Casino Operations and Control (General) Regulations of 2016, the Prevention and Suppression of Money Laundering Activities and Terrorist Financing Law of 2007 and the licence terms and conditions contained in licences issued by the Commission.

AUTHORISATION FOR RELEASE OF INFORMATION

To, and without exception, both domestic and foreign, all government departments and agencies, employers, educational institutions, courts, banks, financial and other such institutions and any other third party that may hold relevant information.

I, _____
(please complete your name in full in capital letters)

Date of birth _____

Signature _____

hereby authorise the Commission, its officers and agents to undertake such enquiries and request, receive and obtain any and all information, including copies of any record, documentation or opinion whether in written, electronic or other form, that the Commission may require when considering the suitability of the individual (either in application for a licence or as a person considered by the Commission to be relevant to an application), both upon application for any licence, and, if so granted, throughout the life of any licence.

This authorisation shall supersede and countermand any previous request or authorisation to the contrary. A photocopy or electronic version of this authorisation will be considered as effective and as valid as the original.

Date _____

**PHOTOGRAPH IDENTIFICATION FORM
JUNKET REPRESENTATIVE LICENCE APPLICATION**

The applicant must provide their full name below, attach photograph in space provided and then sign and date the form (See Guidance Notes).

First name (s) of applicant

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Last name of applicant

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Signature of applicant

Date DD/MM/YYYY

--	--	--	--	--	--	--	--	--	--

The individual who is verifying the attached photograph must provide their full name below and then sign and date the confirmation.

I confirm that the photograph attached below is a true likeness of the individual named above.

First name (s) of individual verifying the photograph

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Last name of individual verifying the photograph

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Signature of individual verifying the photograph

Date DD/MM/YYYY

--	--	--	--	--	--	--	--	--	--

Please read the Guidance Notes for details of the type and size of the photograph required.

