

#### 4. CASINO (A&B) AND GAMING MACHINE LICENCE REQUIREMENT

**Note: Casino A- Hotel Casino/ Casino B- Stand Alone Casino**

1. Application letter
2. Non-refundable processing fee of N500, 000 (Five Hundred Thousand Naira)
3. A copy of the following documents;
  - i. Certificate of incorporation
  - ii. Memorandum and Articles of Association
  - iii. Form CAC 1.1 OR
  - iv. Form CAC 2 (Particulars of Shareholders with minimum share capital of Twenty Million Naira-N20,000,000)
  - v. Form CAC 7(Particulars of Directors)
  - vi. Registered office and business addresses

A detailed business proposal on the proposed/existing casino and gaming machine operations providing the following information:

4. Business structure
  - i. List and details of all directors and key management personnel
  - ii. Tax clearance certificate of directors (at least two (2)) in the preceding 3 (three) years
  - iii. Descriptions of operations and management structure
  - iv. An analysis that demonstrates a clear understanding of the casino gaming industry. The analysis must include the names of key players.
  - v. Current gaming licenses held by the Applicant (if any)
  - vi. Promotional plan
5. Financial information/structure
  - i. Management account of your organisation
  - ii. Bank statement of company for the last 1 (one) year in support of financing plan
  - iii. A five(5) year projection on Profit and Loss Account, Balance Sheet, Cash Flow analysis -this should be provided for payment of the license fee and monthly tax.
  - iv. Nature and extent of financing and capital investment. Indicate if foreign investment is involved in the business, (if any) provide the terms of investment
  - v. Capital budgets showing set up cost and asset schedule over 5 years.
6. Details of Casino operations
  - i. Location of the casino
  - ii. Proposed/existing brand name, logo, colors and trademark
  - iii. Types of table games and machine games to be offered
  - iv. Number of gaming machines to be deployed – note that all machines must bear the applicant's brand
  - v. Know Your Customer (KYC) processes
  - vi. Price structure
  - vii. Rules and participants' code of practice
  - viii. Responsible gaming policies

## 7. Technical structure

- i. Floor plan of casino operations including layout of tables and slot machines
- ii. Details of table games manufacturers/suppliers
- iii. Details of slot machine manufacturers/suppliers
  
- iv. Surveillance system – this should include CCTV planned coverage for the gaming area and general gaming environment
- v. Casino management system including:
  - Customer Management
  - Record Management
  - Capture of transactional information/gaming machine
- vi. System Architecture
- vii. Back up Policy and Business Continuity Policy
- viii. Data Protection and Recovery Policy
- ix. Accounting software

### Note:

- Applicants are required to submit both paper and electronic copy of their application on a USB stick.
- OYSGB requires a minimum of 10-14 working days to conduct due diligence on every application
- As part of the application process, prospective applicant will be required to make a presentation to the Board.
- Where the applicant satisfactorily fulfils the pre-approval requirements, an Approval in Principle (AIP) will be granted for 90 days. *The AIP is a temporary licence. The substantive licence will only be issued on fulfilment of ALL conditions highlighted in the AIP.*
- For existing operators that have qualified due to compliance, a certificate will be issued.