

**Application of Game Booth/Game Zone Approach  
in Places of Public Entertainment  
(Applicable to Application for Alteration to  
Approved Layout Plan of Licensed Premises)**

With effect from 27 March 2008, the Food and Environmental Hygiene Department (FEHD) allows the licensee of a Places of Public Entertainment Licence (PPEL) to indicate the game booths / game zones for installation of games / game machines / amusement rides / play equipment / movable furniture / vending machines / popcorn machines / cotton candy machines, without details of each game / game machine/ amusement ride / play equipment / movable furniture / vending machine / popcorn machine / cotton candy machine installed inside the game booths / game zones on the layout plan.

Under the above-mentioned new licensing procedure, the licensee is not required to indicate the games / game machines / amusement rides / play equipment / movable furniture / vending machines / popcorn machines / cotton candy machines inside the game booths / game zones on the layout plan provided that all other requirements stipulated by the Government departments concerned and prescribed by the relevant legislation are met for the submitted plan.

The main feature of the new licensing procedure is that once the game booths / game zones are approved, any subsequent addition / deletion / re-positioning of games / game machines / amusement rides / play equipment / movable furniture / vending machines / popcorn machines / cotton candy machines within the pre-approved game booths / game zones will not require approval from this department provided that the relevant legislation and the prescribed conditions of all relevant Government departments are observed and complied with.

For any games and game machines requiring “Amusements With Prizes Licence (AWPL)” from the Office of the Licensing Authority of the Home Affairs Department (HAD)\* and amusement rides / kiddie rides requiring “Permit to Use and Operate Amusement Rides / Kiddie Rides” from the Electrical and Mechanical Services Department (EMSD), the licensee shall make separate applications to HAD and EMSD for issue of the required licence and permit respectively before the games and machines / rides are offered for use by the public. In addition, staff of relevant Government departments will inspect the premises and take enforcement action for any irregularities including those related to the game booths and game zones detected inside the licensed area of the licence under their purviews. Please be also reminded that any breach of the licensing conditions issued by the Licensing Authority is liable to prosecution and cancellation of the licence.

Remarks: \*With effect from 1 April 2012, the Office of the Licensing Authority of the Home Affairs Department takes over former Television and Entertainment Licensing Authority (TELA)’s functions in relation to entertainment licensing under the Miscellaneous Licences Ordinance (Cap. 114), the Gambling Ordinance (Cap. 148) and the Amusement Game Centres Ordinance (Cap. 435)

Adoption of the above-mentioned new licensing procedure for the licensed premises is entirely optional. The prescribed requirements and conditions of the Buildings Department / Independent Checking Unit (ICU) under the Office of the Permanent Secretary for Housing, Fire Services Department, HAD, EMSD and this department for the game booths and game zones are attached at **Annex** for reference.

If any licensee wishes to adopt the new licensing procedure for the licence, 4 copies of layout plans should be submitted to this department for processing. If the plan is found acceptable, we will refer them to departments concerned for comments. Upon full clearance, a Letter of Requirements for alteration will be issued to the licensee for compliance before approval could be given to the application. Upon approval given to the submitted application, the licensee will be required to return the existing licence together with the attached game list to any one of the Licence Issuing Offices of this department for issue of a replaced licence without attaching any game list.

**Licensing requirements / conditions for application for alteration to replace the approved layout plan of the existing Places of Public Entertainment Licence by the one with pre-approved game booths / game zones**

**(I) Buildings Department / Independent Checking Unit**

Condition

1. The live load of each game / game machine / amusement ride / play equipment / movable furniture / vending machine / popcorn machine / cotton candy machine installed inside the premises should not exceed 5 kpa. [Note: In case of doubt on observance of this item 1, the licensee will be required to provide information on game list with data on loading for examination.]
2. Play equipment should be installed and operated in accordance with the manufacturer's specification.  
[Note: The layout plan should show the licensed area with designated exit route(s) with minimum 1200mm in width leading to exit staircases / exit corridors. Game booth(s) / designated game zone(s) should be demarcated on the plan where the games / game machines / amusement rides / play equipment / movable furniture / vending machines / popcorn machines / cotton candy machines will be placed such that no games / game machines / amusement rides / play equipment / movable furniture / vending machines / popcorn machines / cotton candy machines will obstruct any exit routes.]

**(II) Fire Services Department**

Condition

1. Changing / Swapping of games / game machines / amusement rides / play equipment / movable furniture / vending machines / popcorn machines / cotton candy machines within approved game booths / game zones should not cause obstruction to:
  - (a) the operation of any fire service installations and equipment, in particular:
    - (i) a minimum clearance of 0.5m should be maintained between the games / game machines / amusement rides / play equipment / movable furniture / vending machines / popcorn machines / cotton candy machines and sprinkler heads;
    - (ii) the illumination level of the emergency lighting system should not be hampered.
  - (b) the exits / means of escape of the premises.

### **(III) The Office of the Licensing Authority of Home Affairs Department**

#### Condition

1. Except the games / game machines of amusement with prizes approved by the public officer appointed by the Secretary for Home and Youth Affairs for the licensed premises, no other machines/devices and/or games of amusement with prizes, which are gambling in nature, shall be installed or placed for use or operation in the premises.

### **(IV) Electrical and Mechanical Services Department**

#### Condition

1. No amusement ride is allowed to be operated on the premises for the use of the public without prior approval of the Director of Electrical and Mechanical Services.

### **(V) Food and Environmental Hygiene Department**

#### Requirements

#### Plans

1. Before the grant of approval for change of layout, the licensee is required to provide four copies of a plan, drawn to scale and in metric units, showing the final layout of the premises for approval of the Director of Food and Environmental Hygiene.
2. The layout of the premises shall be in strict conformity with the plans submitted to the Director of Food and Environmental Hygiene for approval, except for such amendments as required by the Director of Food and Environmental Hygiene.
3. The licensee is required to sign on each copy of the plan certifying that it is correct.

[Note: For the purpose of meeting this requirement, professional plans are not necessary. However, if structural or drainage alterations are carried out, the plans forwarded to the Building Authority / Independent Checking Unit must be presented by an authorized person. If any change is to be made to the original plan submitted with the application, the licensee is required to submit afresh four copies of an amended plan for reconsideration of the Director of Food and Environmental Hygiene.]

#### Conditions

1. No games / game machines / amusement rides / play equipment / movable furniture / vending machines / popcorn machines / cotton candy machines should be placed outside the approved game booths / game zones without the prior approval of the Director of Food and Environmental Hygiene.

2. Any popcorn machines / cotton candy machines placed inside the approved game booths / game zones shall be of the types and models approved by the Director of Food and Environmental Hygiene and in good working order for the manufacture of popcorn / cotton candy.
3. Any popcorn machines / cotton candy machines placed inside the approved game booths / game zones shall be maintained and operated in a clean and hygienic manner.