

Spillemyndigheden  
Lerchesgade 35, 6  
5000 Odense C, Denmark

## Changes to the licence

Changes to the game supplier licence and/or the licence to provide betting and/or online casino  
(see guide)

### Licence holder/game supplier

Name – here you enter the name of the game supplier/licence holder that this change concerns  
Name

CVR/SE no./foreign business number

### Executive Board or Board of Directors

#### 1. New member of the Executive Board or Board of Directors

Has a new member joined the company's Executive Board or Board of Directors?

Name Joined on date

Name Joined on date

Name Joined on date

Name Joined on date

If a new member has joined the Executive Board or Board of Directors of the company, Personal declaration, Annex A, must be attached. The authorised signatory or party representative must sign the amendment form in connection with changes to this item.

#### 2. Member who has left the Executive Board or Board of Directors

Has any member left the company's Executive Board or Board of Directors?

Name Left on date

Name Left on date

Name Left on date

Name Left on date

The authorised signatory or party representative must sign the amendment form in connection with changes to this item.

#### 3. Changes for persons outside the Executive Board and Board of Directors

Such persons may be CFO, CTO, CLO or the like.

Position

Name Joined on date Left on date

Position

Name Joined on date Left on date

**Executive  
Board or  
Board of  
Directors**  
*Continued*

Position			
Name		Joined on date	Left on date
Position			
Name		Joined on date	Left on date

**4. Change in information about beneficial owners**

Name		Joined on date	Left on date
Name		Joined on date	Left on date
Name		Joined on date	Left on date
Name		Joined on date	Left on date

For each new beneficial owner, the following information must be attached as an appendix:

- 1 Completed Personal declaration (Annex A)
- 2 A description of the beneficial owner's ownership, for example a chart showing the composition of the ownership and whether the ownership consists of control by other means, for example a right of veto laid down in the Articles of Association. The description must also contain information about whether the owner is or is related to a politically exposed person (PEP), see section 18 of the Danish Anti-Money Laundering Act (Hvidvaskloven).
- 3 If the licence holder is ultimately owned by a foundation, a foreign trust or a similar legal arrangement that, by definition, does not have a natural person as owner, the licence holder must still examine who ultimately controls the foundation, foreign trust or similar legal arrangement through direct or indirect, ownership-like, powers, for example the Board of Directors or special beneficiaries.

**Representative**
**5. New representative**

Has a new representative been appointed?

Name/company

Annex C must be attached. The authorised signatory must sign the amendment form in connection with changes to this item.

**Contacts**
**6. New contact for the company and/or money laundering**

Has there been a change of contacts?

- ☐ ☐ Contact for the company
- ☐ ☐ Monitoring money laundering and terrorist financing

Job title

First names

Surnames

Telephone number

Mobile number for Bluewhale communication

Email

*CV must be attached*

**Ownership structure****7. Change of ownership structure**

The following must be attached as an appendix with comments

- ☐ ☐ Schedule for the process
- ☐ ☐ Description of the coming changes at organisational level as well as gambling and business concept
- ☐ ☐ Group chart before and after the change
- ☐ ☐ New Annex A if there have been changes in the Annex A circle of persons (see form 2-02 for a description of the Annex A circle of persons)
- ☐ ☐ Latest financial statements for the licence holder (*not for game suppliers*)
- ☐ ☐ Operating budget for the coming 12 months with comments or completed budget template (*not for game suppliers*)
- ☐ ☐ The purchase agreement between the parties (*not for game suppliers*)
- ☐ ☐ Information about collateral for licence holder (*not for game suppliers*)
- ☐ ☐ Financial statements for collateral provider (*not for game suppliers*)
- ☐ ☐ Budget for collateral provider (*not for game suppliers*)

Comments

**Provision of gambling products and services in Greenland**  
*Not for game suppliers*
**8. Provision of gambling products and services in Greenland**

Does the licence holder wish to extend its current multi-year licence for the provision of gambling products and services in Denmark to comprise the provision of gambling products and services in Greenland?

- ☐ ☐ No                      ☐ ☐ Yes

Domain name

**White label**  
*Not for game suppliers*
**9. White label contract or own domain**

Has a new domain been created that is not white label? Enter the name of the domain

Have new contracts been entered with white label companies?

Name of company

Name of company CEO

Address

Postcode

Town/city

Country

Email

Contact

Domain name

**White label**  
*Not for game  
suppliers*

*Continued*

Name of company		Name of company CEO	
Address			
Postcode	Town/city	Country	
Email		Contact	
Domain name			

Name of company		Name of company CEO	
Address			
Postcode	Town/city	Country	
Email		Contact	
Domain name			

- ■ Multiple domain names and/or white labels

If there are multiple domain names and/or white labels, these must be entered and attached.  
The contract and domain information must be attached.

**Termination  
of licence**

**10. Termination of licence**

Do you as licence holder wish to let your licence to provide betting and/or online casino terminate according to section 45(1) para (1) of the Danish Gambling Act (Spilleloven)?

- ■ Yes      Date of termination \_\_\_\_\_

or

As a game supplier, do you wish to let your supplier licence terminate?

- ■ Yes      Date of termination \_\_\_\_\_

**Appendices**

**11. Appendices that must be attached if applicable**

- ■ Annex A
- ■ Annex C
- ■ CV for contact
- ■ White label contract (not for game suppliers)
- ■ Information about change of beneficial owners
- ■ Change of ownership structure

Other information

12. Representative's declaration and signature

Declaration that I am not under guardianship

I declare that I am not under guardianship or limited guardianship.  
If the application includes the provision of gambling products and services in Greenland, I declare that I have not been legally incapacitated or placed under guardianship.

Declaration that the information provided is correct and complete

I declare that the information provided in this application is correct and complete. I understand that missing information or deliberate errors in the information may result in the application being rejected. If there is a change to any of the information provided, the Danish Gambling Authority must be notified immediately.

*Anyone who withholds information or provides incorrect or misleading information for use for the Danish Gambling Authority's issue of a licence or approval of a manager according to the Danish Gambling Act, the Danish Act on Certain Games in Greenland (Lov for Grønland om visse spil) or the Danish Act on Gambling in Tournament Form (Lov om hasardspil i turneringsform) is punishable by fine or imprisonment under the provisions of the Danish Criminal Code (Straffeloven).*

Signature

Date	Name	Civil registration number	Signature
Date	Name	Civil registration number	Signature
Date	Name	Civil registration number	Signature
Date	Name	Civil registration number	Signature
Date	Name	Civil registration number	Signature
Date	Name	Civil registration number	Signature
Date	Name	Civil registration number	Signature

## Guide

If there are any changes in relation to the licence, the Danish Gambling Authority must be informed, and the licence holder/game supplier must therefore complete and submit this form. This could be new members of the Executive Board or the Board of Directors, a new representative or a new contact.

You must also fill in and submit the form if white label contracts are entered into.

### General requirements for submission of form to the Danish Gambling Authority

You must submit the completed application using the Bluewhale system to ensure that the information is not intercepted or read by others.

You can send messages via Bluewhale by providing an email address and mobile phone number to an employee of the Danish Gambling Authority. The employee can then start the communication by sending you a Bluewhale message to which you can reply.

Read more about Bluewhale at the Danish Gambling Authority's website.

### Licence holder/game supplier

Enter which licence holder/game supplier the change concerns and CVR/SE number.

#### Item 1 New member of the Executive Board or Board of Directors

Enter the name of the person who has joined the Executive Board or Board of Directors in the applicant company and when.

Enter the name of the person who has joined the Executive Board or Board of Directors.

If a new member has joined the Executive Board or Board of Directors of the applicant company, Personal declaration, Annex A, must be attached.

#### Item 2 Member who has left the Executive Board or Board of Directors

If any members have left the Executive Board or Board of Directors of the applicant company, we would like to receive information about this.

Enter the name of the person who has left and when.

#### Item 3 Changes for persons outside the Executive Board and Board of Directors

Provide information if there have been any changes for this circle of persons.

#### Item 4 Change in information about beneficial owners

Applicant companies must identify the beneficial owners of the business. Publicly available registers in many jurisdictions will contain information about the beneficial owners.

The term 'beneficial owner' is defined in the Danish Anti-Money Laundering Act, which is administered by the Danish Financial Supervisory Authority (Finanstilsynet). The Danish Gambling Authority refers to the Danish Financial Supervisory

Authority. In addition, the Danish Business Authority's guidance for registration of beneficial owners can also serve as an interpretative contribution.

The beneficial owner of an applicant company is the natural person(s) who ultimately own(s) or control(s) the applicant company.

When the applicant company is to identify who its beneficial owners are, it must assess which persons have a sufficient share of the ownership interests or of the control. An indicator of what constitutes a sufficient share will generally be that the person has more than 25% of the ownership interests and/or control (indirect ownership). However, it is important to stress that the percentage threshold is only an indicator of actual ownership or control.

When calculating a beneficial owner's total ownership shares and/or interests, both direct and indirect ownership must be included, that is ownership shares and/or interests owned through other legal entities must be added to the directly owned ownership shares and/or interests.

A person must also be regarded as a beneficial owner if the person has control of the applicant company which constitutes more than 25% by other means, for example through rights according to the company's articles of association or agreement, including ownership agreement or mortgage or pledge agreement, which may include (non-exhaustive list):

- Appointment of management members
- Approval of annual report in relation to dividend payments
- Right of veto
- Other rights.

It is important to note that beneficial ownership can be a combination of direct and indirect ownership, as well as control through other means. It will always depend on a case-by-case assessment.

#### *Foundations, trusts and similar legal arrangements*

If the ultimate owners of the business are a foundation, foreign trust or a similar legal arrangement which, by definition, does not have an owner, the applicant company must still examine who ultimately controls the foundation, foreign trust or similar legal arrangement through direct or indirect, ownership-like, powers, for example the Board of Directors or special beneficiaries. It will be necessary to examine the structure of the foundation, foreign trust or similar legal arrangement, including, for example, articles of association, founders, administrator and beneficiaries.

#### *The business has no beneficial owners or where the beneficial owners cannot be identified*

If the applicant company has no persons who are beneficial owners, the business's registered members of the day-to-day management must be entered instead of beneficial owners. This may, for example, be the case where a company is owned equally by ten persons.

If the applicant company cannot identify its beneficial owners, the business's registered members of the day-to-day management must be entered instead of beneficial owners.

The applicant company must account for the measures taken by the business in the attempt to identify the beneficial owners.

#### *Further guidance and interpretative contributions*

For further guidance and interpretative contributions regarding the identification of beneficial owners, reference is made to the Danish Financial Supervisory Authority's anti-money laundering guidance and the Danish Business Authority's guidance on registration of beneficial owners.

## Guide continued

### Item 5 New representative

If a new representative is appointed, you must provide the name of the person or company you have appointed.

If the appointed representative is an individual, Personal declaration, Annex A, must be attached.

If the appointed representative is a company, Approval of representative, Annex C, must be attached.

### Item 6 Contacts

If a new contact is appointed for the company and/or a new anti-money laundering officer, the Danish Gambling Authority must be notified thereof. You must enter the job title and name of the person. You must also provide contact details.

CV must be attached. The CV must illustrate to the Danish Gambling Authority that the person in question is qualified for the task. The CV must give a true and fair view of the person's previous employment history and a description of the person's professional competences in relation to the task.

There is nothing to prevent that one person is responsible for more than one of the roles.

### Item 7 Change of ownership structure

Based on the submitted material, the Danish Gambling Authority will make an assessment of whether the licence holder can continue to conduct gambling activities in a financially and professionally sound manner according to section 29 of the Gambling Act. The Danish Gambling Authority may involve external consultant assistance in the process, after which the submission of additional documents may be necessary, based on a specific assessment.

For example, collateral may consist of a letter of support from a company.

### Item 8 Provision of gambling products and services in Greenland *Not for game suppliers*

A multi-year licence for provision of gambling products and services in Denmark can be extended to comprise provision of gambling products and services in Greenland. The applicant must state the date of commencement for provision of gambling products and services in Greenland. The extension requires a signature from the licence holder, as an extension for provision of gambling products and services in Greenland includes compliance with provisions on, for example, Greenlandic language use, which it is a criminal offence to violate.

If the extension can be approved, the applicant will receive a new licence that comprises provision of gambling products and services in Denmark and Greenland. The new licence will follow the original licence period.

### Item 9 White label contract *Not for game suppliers*

If the licence holder wishes to provide gambling products and services on white label domains, the licence holder must have the domain approved by the Danish Gambling Authority before commencement thereof. White label contract and domain information must be submitted. Only when the licence holder has received an approval can the game in question be offered on the requested domain.

You must provide the name and address of the white label company. You must provide the name of the company CEO and an email address for the company. You must also provide information about a contact from the company.

### Item 10 Termination of licence

If you as a licence holder wish to let your licence to provide betting and/or online casino terminate according to section 45(1) para (1) of the Gambling Act, you must tick the box in item 10.

If you as a game supplier wish to let your supplier licence terminate, the licence holder must tick the box in section 10.

The licence holder/game supplier must also enter a termination date. If the licence holder/game supplier ticks this field, the licence holder/game supplier will then receive a decision on termination of the licence in Denmark.

The decision contains a number of requirements that the licence holder/game supplier must meet despite the termination of the licence, including requirements for payout of player funds and storage of data, etc.

### Item 11 Appendices

Enter which appendices have been attached:

- Annex A
- Annex C
- CV for contacts
- White label contracts entered into with white label companies/businesses (*not for game suppliers*)
- Information about change of beneficial owners

### Item 12 Licence holder's/game supplier's declaration and signature

By signing the document, the licence holder/game supplier declares that the information provided is correct and complete.

If the application concerns a company, an authorised signatory must sign to confirm that the information provided is correct and complete.

### Other

If you have any questions about the declaration, you can contact the Danish Gambling Authority at mail@spillemyndigheden.dk. You can send an encrypted email to us via our website – Contact.

## Processing of your personal data

The Danish Gambling Authority processes your personal data in connection with your application.

### The Danish Gambling Authority is the data controller – how to contact us?

The Danish Gambling Authority is the data controller for the processing of the personal data we receive from you. You can find the Danish Gambling Authority's contact details below.

#### Spillemyndigheden

Lerchesgade 35, 6  
5000 Odense C, Denmark  
CVR no.: 34730415  
Tel.: (+45) 72 38 79 13  
Email: gdpr@spillemyndigheden.dk

If you want more information about the Danish Gambling Authority's processing of personal data, you can read our Privacy Policy at [spillemyndigheden.dk/en/privacy-policy](https://spillemyndigheden.dk/en/privacy-policy)

### Contact details for the Data Protection Officer

If you have any questions about our data processing, you are always welcome to contact our Data Protection Officer at the Danish Tax Agency via the below contact details:

Skattestyrelsen  
Hannemanns Allé 25  
2300 Copenhagen S, Denmark  
Attn: Databeskyttelsesrådgiveren/Data Protection Officer  
Email: DPO@sktst.dk

### What are personal data?

Personal data are any type of information that can be directly or indirectly attributed to an identifiable natural person. This may, for example, be data such as name, address, civil registration (CPR) number and financial circumstances.

Personal data can also be information about businesses, for example in case of sole proprietorships or shareholders in a company.

Processing of personal data means any handling of personal data. Typical types of processing include: collection, registration, systematisation, storage, disclosure, correlation and erasure.

### What personal data does the Danish Gambling Authority process about you?

We process data about your name, your contact details, data about potential criminal offences, occupational matters and data about your financial circumstances.

### Where do the personal data come from?

The Danish Gambling Authority processes personal data that you have yourself submitted to the Danish Gambling Authority in connection with your application.

In addition, we process data about you that we have received from other private individuals, businesses and public authorities.

There is CCTV surveillance at the addresses of the Ministry of Taxation's departments.

### Purposes and lawfulness of our processing of personal data

The Danish Gambling Authority processes personal data about individuals and businesses submitted for the processing of an application for a licence to offer games of chance.

The Danish Gambling Authority processes personal data as part of the tasks for which we are responsible as a public authority. The processing of general personal data is based on Article 6(1)(e) of the General Data Protection Regulation.

If we process data about criminal offences, such data are processed as a necessary part of the performance of a task carried out in the public interest and the exercise of official authority vested in us, and the processing of the data is consequently based on section 8(1) and (2) para (3) of the Danish Data Protection Act (Databeskyttelsesloven).

### Recipients or categories of recipients

The Danish Gambling Authority often discloses personal data to our data processors and other public authorities as part of our general performance of tasks. It may follow from legislation that the Danish Gambling Authority has a disclosure obligation. For example, data are disclosed to the Danish Tax Agency (Skattestyrelsen), the police, the courts and other relevant authorities.

### Disclosure to recipients in third countries, including international organisations

The Danish Gambling Authority rarely discloses personal data to recipients outside the EU and EEA.

### Storage of personal data

We store personal data for as long as necessary to process your application. In this connection, we attach importance to the complexity of the application when determining how long the data will be stored.

### Automated decisions, including profiling

The Danish Gambling Authority does not use automated decisions, including profiling.

### Your rights

You have a number of rights when the Danish Gambling Authority processes personal data about you. You can read more about these rights below. If you wish to exercise your rights, please contact us.

#### *Right to notification*

You have the right to be notified when the Danish Gambling Authority collects and processes personal data about you. This includes a right to be notified of the purpose and lawfulness of the processing.

The Danish Gambling Authority may be exempt from its obligation to notify you in certain situations. This will apply, for example, if you are already familiar with the information, or your interest in receiving the information should be overridden by the consideration of private or public interests.

#### *Right of access*

As a general rule, you have a right of access concerning the Danish Gambling Authority's processing of your personal data. This means that you have the right to obtain confirmation that personal data about you are processed as well as various additional information.



## Processing of your personal data continued

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### *Right to rectification (correction):*

You have the right to rectification of any inaccurate data about you.

### *Right to erasure*

In special cases, you have the right to have data about you erased before the time at which it would normally be erased by us.

### *Right to restriction of processing*

In some cases, you have the right to have the processing of your personal data restricted. If you have a right to have our processing restricted, this means that, in future, we may only process the data – with the exception of storage – with your consent, or for the establishment, exercise or defence of legal claims or for the protection of the rights of another natural or legal person or for reasons of important public interest.

### *Right to object*

In certain cases, you have the right to object to our otherwise lawful processing of your personal data.

### *Right to transmit data (data portability)*

In certain cases, you have the right to receive your personal data in a structured, commonly used and machine-readable format and to transmit those data from one data controller to another without hindrance.

### *Storage and erasure*

The data that the Danish Gambling Authority collects and processes about you will be processed and stored in the Danish Gambling Authority's IT systems.

We erase your personal data when they no longer serve a valid purpose. The specific date of erasure depends on for how long the data must be stored to fulfil the purpose for which they were collected.

You can read more about your rights at the website of the Danish Data Protection Agency (Datatilsynet):

<https://datatilsynet.dk/english/privacy-policy>

### *Complaint to the Danish Data Protection Agency*

You have the right to file a complaint with the Danish Data Protection Agency if you are dissatisfied with the way in which the Danish Gambling Authority processes your personal data.

The Danish Data Protection Agency is the central independent authority that supervises compliance with the rules in privacy law. You can find the contact details of the Danish Data Protection Agency at [datatilsynet.dk/english/contact-us](https://datatilsynet.dk/english/contact-us).