

1.	Name of service	Amending a Permit to Open Gaming Machine Halls, Bingo Halls or Gaming Establishments (Casinos), when the name of the operator, head office address or address of a gaming location change
2.	Recipients of service	Legal persons
3.	Type of service: electronic/ non-electronic	non-electronic
3.1.	Link to electronic service	-
3.2.	Link to online application form (<i>when electronic service unavailable</i>)	-
4.	Timeframe of service	Within 10 calendar days
5.	Fees of service	24 EUR
6.	Cross-border payment measures and procedure	Beneficiary of the state fee – State Tax Inspectorate under the Ministry of Finance of the Republic of Lithuania. The fee shall be paid to the budget revenues collection account
7.	Description of process for obtaining a service	The submitted application and documents are registered in the document management system. A specialist responsible for the examination of the application shall be appointed. Preparation of conclusion and decision to amend permit. Signing the decision. Serving the copy to the entity.
8.	List of documents to be submitted to obtain a permit	Application, detailing company name, code, registered office, telephone and fax numbers, address of the gaming location, date of issue of the gaming license (s) and its number (s), the date and number of the permit to open gaming machine halls, bingo halls, gaming establishments (casino), indicating what information has changed in the permit to open gaming machine halls, bingo halls, gaming establishments (casino), the position, name, surname of the director of the company or his authorized representative (in which case a letter of authorization is attached), who has submitted and

		signed the application, date of the application, the list of documents accompanying.
9.	Contact details of the authority providing a service (position of responsible employee, name and surname, e-mail, phone no.)	<p>1. Chief Specialist, acting temporarily as Head of Division, Karolina Mlečkaitė Phone No +370 5 233 6246, e-mail karolina.mleckaite@lpt.lt;</p> <p>2. Chief Specialist Vitalija Liaukevičienė Phone No +370 5 233 6246, e-mail vitalija.liaukeviciene@lpt.lt;</p> <p>3. Chief Specialist Martynas Vosylius Phone No +370 5 233 6246, e-mail martynas.vosylius@lpt.lt</p>
10.	Information concerning available remedies	In accordance with the procedure established by the Law on Administrative Proceedings of the Republic of Lithuania, the decision can be appealed to the Supreme Administrative Disputes Commission or the Vilnius Regional Administrative Court within one month from the receipt of the decision.
11.	Contact details of organisations from which providers or recipients can obtain practical assistance	-