

1.	Name of service	Gaming Regulation Approval
2.	Recipients of service	Legal persons
3.	Type of service: electronic/ non-electronic	electronic/ non-electronic
3.1.	Link to electronic service	https://www.epaslaugos.lt/portal/service/24848/13221?searchId=303c32fc-6675-41f6-9674-5f69279502cf
3.2.	Link to online application form (<i>when electronic service unavailable</i>)	-
4.	Timeframe of service	Within 20 working days
5.	Fees of service	855 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	<p>1. The applicant submits application by logging both as individual (FA) and legal person (JA) and choosing “submit application”.</p> <p>2. The applicant shall initiate the filing of the application. The form fields are provided depending on the service selected and who submits the request. Some of the fields of the application are filled in automatically. Autofill information cannot be modified by the applicant. Fields not filled automatically shall be filled in manually by the applicant.</p> <p>3. The information filled out in the application (both filled in automatically and manually) is used to form the application document.</p> <p>4. The specialist of the supervisory authority may review the application submitted by the applicant. The application submitted to the specialist shall be accompanied by additional related information, e. g. legal form of the legal entity received from register of legal persons (JAR).</p> <p>5. After reviewing the submitted application and the information related to the application, the specialist of the Control authority shall make a</p>

		<p>decision on the application: to inform about the positive decision; to inform about a negative decision; to inform of any necessary adjustment.</p> <p>6. If the specialist of the Control Authority chooses to inform the applicant of the necessary adjustment, he shall indicate which details need to be corrected. The information entered in the applicant's application may not be corrected by a specialist of the institution. The application must be adjusted within the deadline set for revising the request.</p> <p>7. If the specialist of the Control Authority has decided that the application should be revised the task of revising the application shall be sent to the applicant. The applicant may correct only the data of the application which is requested to be corrected.</p> <p>8. If the specialist of the Control Authority chooses to inform the applicant of the positive or negative decision, the information on the positive or negative decision shall be provided.</p>
8.	List of documents to be submitted to obtain a permit	<p>A company wishing the Control Authority to approve a gaming regulation shall submit:</p> <p>Application where is indicated the name, code, address of the registered office, telephone number of the company, date and number of the gaming license, position, name and surname of the head of the company or his authorized representative (in this case a letter of authorization is attached), having completed and signed the application, the date of application, list of the attached documents.</p> <p>Gaming regulation draft (2 copies) in print and electronic format (stored in computer media in doc, docx formats). When ordering an e-service, the gaming regulation draft shall be provided in an editable electronic format only.</p>
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 2336246, e-mail karolina.mleckaite@lpt.lt;</p> <p>2. Chief Specialist Vitalija Liaukevičienė Phone No +370 5 2336246, e-mail vitalija.liaukeviciene@lpt.lt;</p> <p>3. Chief Specialist Martynas Vosylius Phone No +370 5 2336246, e-mail martynas.vosylius@lpt.lt</p>
10.	Information concerning available remedies	<p>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.</p>

11.	Contact details of organisations from which providers or recipients can obtain practical assistance	-
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