



WASHINGTON STATE GAMBLING COMMISSION

LOCATION: 4565 7th Avenue SE, Lacey WA 98503
MAILING ADDRESS: P.O. Box 42400, Olympia WA 98504-2400
TELEPHONE: 360-486-3440 / FAX NUMBER: 360-486-3631
TOLL-FREE: 1-800-345-2529 / TDD: 360-486-3637
WEB SITE: www.wsgc.wa.gov

COMMERCIAL AMUSEMENT GAME – CLASS B AND ABOVE (53)

THIS PACKET CONTAINS:

1. A pamphlet entitled *Gaming License Certification Program*.
2. General Instructions.
3. The basic application form (GC4-168b) with attachments:
 - Attachment – *Other Persons Having Interest In Premises of Gambling Equipment* (GC4-314);
 - Appendix A – *Sole Proprietorship Requirements* (GC5-003);
 - Appendix B – *Limited and General Partnership Requirements* (GC5-004);
 - Disclosure of Partnership (GC4-017c)
 - Appendix C – *Limited Liability Company “LLC” Requirements* (GC5-005);
 - Disclosure of LLC Members / Managers (GC4-017b);
 - Appendix D – *Corporation Requirements* (GC5-006);
 - Disclosure of Corporate Officers / Stockholders (GC4-017);
 - Authorization for Examination and Release of Information (GC4-299);
 - License Class Structure Information (GC5-144);
 - Personal / Criminal History Statement (BLS-700-301);
 - Financial Statement (GC4-320);
 - Source of Fund Statement (GC4-321);
 - A *Full Season Itinerary for License to Operator Amusement Games at Special Locations* (GC4-009e);
 - Selected Washington Administrative Codes Pertaining to Amusement Games / Devices and Licensure Requirements; and
 - Mandatory Pre-licensing Training letter (GC5-158).

NOTE

Check with local jurisdiction regarding if this gambling activity may be prohibited.

GENERAL INSTRUCTIONS

1. All applicants and substantial interest holders will be required to provide positive proof of their identities. For details, see appropriate appendix for your organization.
2. Answer ALL questions. Use N/A if not applicable. If necessary, you may COPY any of the forms in the application packet for submission.
3. Mail or deliver the completed application and fee(s) to the above address. *PLEASE NOTE:* We have the capability of receiving FAXED items to expedite the receipt of application documentation. HOWEVER, the original application MUST have an original signature prior to issuance of any license(s).
4. Please ensure that you read the enclosed pamphlet entitled *Gambling License Certification Program* and the condensed rules. YOU WILL FIND THEM VERY HELPFUL AND INFORMATIVE.
5. Ensure that the application is signed and dated by the appropriate individual(s).
6. WHEN COMPLETED, the application and addendums should be rechecked to ensure completion. This check may help to avoid delays during the processing of the application. You should be aware that failure to provide any documents / information WILL BE cause to administratively close or deny your application.
7. Attend mandatory training as required by WAC 230-04-020. See attached letter (GC5-158).
8. If you presently hold a gambling license(s), contact us prior to completing your application. We have essential information to expedite your application.
9. If you need assistance in completing this application – please call us.

ATTENTION APPLICANT

YOU MAY SIGNIFICANTLY REDUCE THE TIME IT TAKES TO PROCESS YOUR APPLICATION BY:

- FOLLOWING ALL INSTRUCTIONS;
- ANSWERING ALL QUESTIONS ON THIS APPLICATION; AND
- SUBMITTING ALL ADDITIONAL REQUESTED DOCUMENTATION / INFORMATION AS SOON AS POSSIBLE.



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Mark license class applying for (fee based on annual gross receipts):

<u>LICENSE CLASS</u>	<u>GROSS RECEIPTS</u>	<u>FEE</u>	<u>TYPE OF BUSINESS / LOCATION</u> (Mark <input checked="" type="checkbox"/> One)	
<input type="checkbox"/> ... Class B	Up To \$ 50,000	\$ 460	<input type="checkbox"/> Restaurant	<input type="checkbox"/> Skating Rink
<input type="checkbox"/> ... Class C	Up To \$ 100,000	\$ 1,184	<input type="checkbox"/> Bowling Center	<input type="checkbox"/> Carnival Operator (Itinerary Required)
<input type="checkbox"/> ... Class D	Up To \$ 250,000	\$ 2,644	<input type="checkbox"/> Movie Theater	<input type="checkbox"/> Tavern
<input type="checkbox"/> ... Class E	Up To \$ 500,000	\$ 4,640	<input type="checkbox"/> Miniature Golf Course	<input type="checkbox"/> Revenue Sharer
<input type="checkbox"/> ... Class F	Up To \$1,000,000	\$ 7,968	<input type="checkbox"/> Amusement Park	<input type="checkbox"/> Amusement Center
<input type="checkbox"/> ... Class G	Over \$1,000,000	\$ 9,970	<input type="checkbox"/> Grocery / Retail Store	
			<input type="checkbox"/> Other: _____	Explain _____

SPECIAL NOTE

CONSIDERATIONS WHEN SELECTING AN APPROPRIATE LICENSE CLASS:

For an operator who owns and operates their own amusement game(s). This class includes: amusement game owners, route operators who are in business to rent / lease amusement games, and carnival or limited duration operators.

(1) APPLICANT: _____ (_____) _____ - _____
Use Full Name, Corporate, Partnership or Limited Liability Company Name Telephone

Business Mailing Address: _____

City State Zip County

Email Address (if available): _____

Trade Name: _____ (_____) _____ - _____
Telephone

Premises Street Address
 (See Attachment GC4-314): _____

City State Zip County

City Limits: Inside Outside (Mark One) Dept. of Revenue Number: _____ (UBI)

(2) NAME OF PRIMARY AMUSEMENT GAME MANAGER:

_____ First _____ Last _____ Middle

Social Security Number: _____ Date of Birth: _____

Address: _____
 City: _____ State: _____ Zip: _____

Business Telephone: (_____) _____ - _____

Have you ever forfeited bail, been arrested / charged with a crime / convicted / jailed / or placed on probation of a crime? Yes No

Signature of Primary Game Manager
 attesting to the criminal history: _____

Val#: _____ 211- _____ Amount: \$ _____ AGENCY USE ONLY Date: _____

(2) NAME OF PRIMARY AMUSEMENT GAME MANAGER (Continued)

Adult Supervisor's Name, if in a regional Shopping Center or Grocery / Retail Store:

_____ First _____ Last _____ Middle

Social Security Number: _____ Date of Birth: _____

Address: _____

City: _____ State: _____ Zip: _____

Business Telephone: (_____) _____ - _____

Have you ever forfeited bail, been arrested / charged with a crime / convicted / jailed / or placed on probation of a crime? Yes No

Signature of Adult Supervisor attesting to the criminal history: _____

(3) PREMISES LICENSE HISTORY:

A. Is the business named above presently licensed by the liquor board?

Yes No **IF YES**, what is the license number? _____

B. Are you now or has the business / premises been previously licensed by the gambling commission?

Yes No **IF YES**, complete the information below:

Trade Name: _____

City: _____ Owner's Name: _____

(4) AMUSEMENT GAME / PREMISES / DEVICES INFORMATION:

A. Do you own, or are you purchasing the premises where the amusement games will be conducted? (Mark and complete as required.)

Yes (Complete Attachment GC4-314, if appropriate) No (Complete B and Attachment GC4-314)

B. Landlord: _____ (_____) _____ - _____
Full Name Telephone

_____ Address

(5) TYPE OF BUSINESS: (Mark one and complete as required.)

- Sole Proprietorship – Complete Appendix A (GC5-003)
- Partnership – Complete Appendix B (GC5-004)
- Limited Liability Company – Complete Appendix C (GC5-005)
- Corporation – Complete Appendix D (GC5-006)

(6) IF YOUR MAIN OFFICE IS LOCATED OUTSIDE WASHINGTON STATE, provide the name, business address and home address of the agent who is a resident of this state designated by the applicant pursuant to WAC 230-12-300.

Name: _____ Social Security Number _____

Home Address: _____

_____ (_____) _____ - _____
City State Zip County Telephone

Office Address: _____

_____ (_____) _____ - _____
City State Zip County Telephone

(7) ADDITIONAL REQUIREMENTS FOR CARNIVAL / LIMITED DURATION OPERATORS ONLY:

- A. Complete and submit the attached itinerary (GC4-009e) to include EVERY location which the applicant has contracts for conducting amusement games. Provide the inclusive date for each event.
- B. If you will be operating amusement games at any of the locations listed in WAC 230-04-138 Sub-Section 1(a), (b), (c), (d), or (e), (copy enclosed); attach a letter of permission from the sponsoring organization as required by WAC 230-04-135(2)(d) (copy enclosed).

YOUR APPLICATION AND THE PUBLIC RECORDS ACT

From the moment we receive your application, it becomes a public document subject to the Public Records Act (RCW 42.56) and other Washington laws. The Commission may disclose to the public or discuss at a public meeting, all information set forth in this application and all supplemental information submitted. The Commission responds to public document requests through a Public Disclosure Request process. In the event that the Commission receives a public disclosure request regarding this application or the license file established, you may request in writing, that the Commission notify you of such request as provided in RCW 42.56.540.

**DECLARATION / SIGNATURE OF SOLE PROPRIETOR, EACH PARTNER, OR THE CHIEF EXECUTIVE OFFICER
OATH OF APPLICATION**

I declare under penalty of perjury, under the laws of the State of Washington, that all information provided in this application is true and complete to the best of my knowledge. I understand that untruthful, misleading, or incomplete answers whether through misrepresentation, concealment, inadvertence, or mistake, are cause for denial of an initial application or revocation of any gambling licenses currently held. Further, I have read WAC 230-04-110 and acknowledge that all records relating the ownership and operation of the business shall be made available to commission staff and that commission staff will conduct an on-site review of my manufacturing facility(ies) to assure my capability of complying with the requirements of RCW 9.46 and WAC 230. I agree to notify the Washington State Gambling Commission should any information required on this application and / or on my Personal / Criminal History Statement change or become inaccurate in any way. I understand that if I fail to make such notification, it may constitute grounds for denial, suspension or revocation of my license. I further understand that should any information provided on the application change or become obsolete and / or if any criminal or civil actions are filed against me, I must inform the commission. See WACs 230-04-110, 230-04-022, 230-12-305, and 230-12-310.

• _____
 Signature Title Date

 Name – First, Middle, Last (PLEASE PRINT)

• _____
 Signature Title Date

 Name – First, Middle, Last (PLEASE PRINT)

ATTENTION APPLICANT
IMPORTANT SPECIAL NOTES

You can expedite the processing of your application by:

- (1) Ensuring that all personal / criminal history statements are completed in full and submitted with this application; and
- (2) If you are applying as a new establishment, please take some time to ensure that you have properly completed your source of funds form. This form is very essential in determining where you obtained the funding for your business.

Should you have specific questions involving personal and criminal history information / documentation, you may contact the financial investigations unit at 1-800-345-2529 or (360) 486-3440 for assistance.

APPLICATION PREPARED BY:

 Name Title
 _____ (_____) _____ - _____
 Address Telephone