

## **Profit/Nonprofit Recreational Gaming Activity Permit**

- Application
- Fees



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: 360-486-3630
IN-STATE TOLL-FREE: 1-800-345-2529 / WEB SITE: www.wsgc.wa.gov

RECREATIONAL GAMING ACTIVITY PERMIT

SUBMIT APPLICATION 14 DAYS PRIOR TO THE EVENT.

This application is available for online submission. Visit SecureAccess Washington (SAW) at 'https://secureaccess.wa.gov/myAccess/saw/select.do' and register for access to My Account.

Mark [X] appropriate box for permit type you are applying for:

BASE LICENSE FEE

- [ ] Commercial Stimulant / Profit-Seeking Organization (see GC5-055K FS for fee) \$ | | | |
[X] Bona Fide Charitable / Nonprofit Organization (see GC5-055 FS for fee) \$ | 6 | 5 |

\*\*\* ATTENTION \*\*\*

Before you complete and submit this application there are three (3) different options to sponsor or conduct a Recreational Gaming Activity (RGA). (See WAC 230-03-005.)

- 1. Your organization may conduct the RGA and use professional gambling equipment obtained from a licensed equipment distributor. You must complete this application prior to conducting the RGA.
2. Your organization may sponsor and contract with a licensed equipment distributor and have the distributor conduct the RGA for you. You will NOT need an RGA permit because the distributor is licensed.
3. Your organization may conduct the RGA and use non-professional homemade devices. You will NOT need an RGA permit, nor need to notify our agency, but you must notify your local law enforcement agency.

If you have any questions, please call us at our number 1-800-345-2529 (in-state toll-free) or 360-486-3440.

\*\*\* GENERAL INFORMATION / INSTRUCTIONS \*\*\*

- 1. Please type or print with black ink.
2. Complete ALL portions of the application.
3. Mail or deliver the completed application and the fee to the Washington State Gambling Commission.
4. Ensure that the application is signed and dated by the highest-ranking organizational official.

GENERAL INFORMATION

- 1. Applicant: WASHINGTON BOOSETER CLUB
Address: 123 MAIN ST
City: LACEY State: WA Zip: 98503
2. E-Mail Address: WBC@HOTMAIL.COM
3. Telephone: 360-555-5555 (Organization's Business) 360-555-5555 (Gambling Activity Premises) 360-555-5555 (Organization's Fax)
4. Date Organization was Organized: 05/01/2013
5. Has your organization been previously licensed by the commission? [ ] Yes [X] No

Business Office Use Only:

Code: 211- Date: Amt: \$ Val #:



Standard Fund-Raising Event (FRE)	Limited FRE	Recreational Gaming Activity (RGA)
Purpose is to raise money for charitable / nonprofit organization's purposes	Purpose is to raise money for charitable / nonprofit organization's purposes	Purpose is purely entertainment, not fund-raising (i.e. fun raising) Purely nongambling.
Conducted by charitable / nonprofit organization	Conducted by charitable / nonprofit organizations	Conducted by any organization that has been in existence for at least six months
Participants may purchase their chips for cash.	Participants may be required to pay a fee to participate, which may include being given chips, and they may purchase additional chips	There is no value to the chips, and additional chips may not be purchased. Only cost to participant is to defray costs of meal, entertainment, and rental of premises / equipment.
Participants may redeem their chips for cash and / or merchandise.	Participants may use their chips to redeem for ONLY merchandise prizes by participating in an auction, raffle or other similar activity.	There is no value to the chips, and therefore no value to redeemed chips, except that there may be an auction from donated prizes.
The event may be open to the public.	Only members or guests of sponsoring organization may participate. NOT open to the public.	Only members or guests of the sponsoring organization may participate. NOT open to the public.
ONLY members may operate gaming stations.	FRE equipment distributor staff may operate gaming stations. Only members of the nonprofit may be involved in money handling.	Anyone can operate the NONgambling stations. If the FRE equipment distributor provides the staff, the organization doesn't need a permit.
Equipment must be leased from a FRE equipment distributor. Licensee responsible to make good faith effort to ensure profitability of event when signing contracts for equipment rental. (See WAC 230-09-145.)	Equipment may be leased or purchased from a FRE equipment distributor or FRE licensee. Licensee responsible to make good faith effort to ensure profitability of event when signing contracts for equipment rental. (See WAC 230-09-145.)	Equipment can be leased from a FRE equipment distributor. No limitations on cost of equipment or premises rental. <b>NOTE: If homemade equipment is used, no RGA license is necessary.</b>
The organization may use its own facility or rent one.	The organization may use its own facility or rent one. The FRE equipment distributor may NOT provide the facility.	The organization may use its own facility or rent one.
The members operating the gaming stations may not be paid for their services. No tipping.	Staff from the FRE equipment distributor may be paid by the distributor, but not tipped by the participants. Members of the nonprofit may not be paid or tipped.	No limitations on payment for those operating the gambling stations.
Any proceeds in excess of \$10,000 must be given to a nonprofit eligible to receive funds from gambling activity.	Any proceeds in excess of \$10,000 must be given to a nonprofit eligible to receive funds from gambling activity.	No funds generated therefore no excess proceeds.
There is no limit on the value of redeemed chips.	The value of any purchased prizes used for redemption of chips must not exceed 10% of the gross revenue less cost of equipment rental for the event.	There is no value to the chips and all prizes offered are donated.
The organization may not deduct the cost of rental equipment from the yearly maximum \$10,000 limit	The organization MAY deduct the cost of rental equipment and services and purchased prizes from the yearly \$10,000 maximum.	No limitations
FRE equipment distributor must be paid a fixed fee, not a percentage of the receipts.	FRE equipment distributor must be paid a fixed fee, not a percentage of the receipts.	No receipts earned, so no percentage issues presented.

**WASHINGTON STATE GAMBLING COMMISSION**  
**FEE SCHEDULE – COMMERCIAL STIMULANT / PROFIT-SEEKING ORGANIZATION**

Per WAC 230-05-124, all licensed organizations must submit quarterly license fees and license reports to us for each licensed gambling activity beginning with the first quarter of their license year. The quarterly license fee is due with the quarterly license report.

**WAC 230-05-165 Commercial stimulant organization fees.** All commercial stimulant organizations must pay the following fees:

**(1) Annual licenses:**

License Type	Base License Fee	Gross Gambling Receipts Rate	Maximum Annual License Fee
Card Games - Nonhouse-Banked	\$65	1.462%	\$20,000
Card Games - House-Banked	\$10,000	1.462%	\$40,000
Punch Boards / Pull-Tabs	\$700	1.430%	\$13,000

**(2) Change fees:**

Change of:	Fee
Name	\$100
Location	\$100
Business Classification (Same Owners)	\$100
Corporate Stock / Limited Liability Company Shares / Units	\$100
License Transfers	\$100

**(3) Other fees:**

Transaction	Fee
Duplicate License	\$50

**WAC 230-05-170 Fees for other businesses.** All other business organizations must pay the following fees:

**(1) Annual licenses or permits:**

License Type	Base License Fee	Gross Gambling Receipts Rate	Maximum Annual License Fee
Agricultural Fair Bingo (Annual Permit)	\$200	-	-
Call Centers for Enhanced Raffles	\$4,800	-	-
Commercial Amusement Games	\$500 plus \$65 per approved location	1.130%	\$11,000
Distributor	\$700	1.430%	\$7,000
Fund-Raising Event Distributor	\$280	1.430%	\$1,000
Linked Bingo Prize Providers	\$1,500	.046%	\$20,000
Manufacturer	\$1,500	1.430%	\$25,000
Manufacturer's Special Sales Permit	\$250	-	-
Punch Board/Pull-Tab Service Business Permit	\$250	-	-
Gambling Service Supplier	\$300	1.430%	\$7,000

License Type	Base License Fee	Gross Gambling Receipts Rate	Maximum Annual License Fee
Major Sports Wagering Vendor	\$65,000		
Mid-Level Sports Wagering Vendor	\$10,000		
Ancillary Sports Wagering Vendor	\$5,000		

**(2) Events or permits:**

License or Permit Type	Base License Fee	Gross Gambling Receipts Rate	Maximum Annual License Fee
Recreational Gaming Activity	\$65	-	-
Special Property Bingo	\$30	-	-

**(3) Change fees:**

Change of:	Fee
Name	\$100
Location	\$100
Business Classification (Same Owners)	\$100
Corporate Stock / Limited Liability Company Shares / Units	\$100
License Transfers	\$100

**(4) Other fees:**

Transaction	Fee
Add a New Amusement Game Location	\$65
Defective Punch Board / Pull-Tab Cost Recovery Fees	Up to \$100
Duplicate License	\$50
Pre- and Post-Licensing Investigations	Cost reimbursement
Review, Inspection, and/or Evaluation of Gambling Equipment, Supplies, Services, Games, Schemes, or Group 12 Amusement Games	Deposit and cost reimbursement

**WAC 230-05-175 Individuals license fees.** Individuals must pay the following fees:

**(1) Annual license and additional employer fees:**

License Type	New Application Fee	Annual Renewal Fee	Additional or Change of Employer Fee
Call Center for Enhanced Raffle Representative	\$275	\$170	-
Card Room Employee License – Nonhouse-Banked (Class A)	\$200	\$95	\$65
Card Room Employee License – Class F And House-Banked (Class B)	\$275 (in-state) \$340 (out-of-state)	\$170	\$65

**WASHINGTON STATE GAMBLING COMMISSION  
FEE SCHEDULE – COMMERCIAL STIMULANT / PROFIT-SEEKING ORGANIZATION**

License Type	New Application Fee	Annual Renewal Fee	Additional or Change of Employer Fee
Charitable or Nonprofit Gambling Manager	\$200	\$95	\$95
Commercial Gambling Manager	\$200	\$95	\$95
Distributor Representative	\$275	\$170	\$65
Linked Bingo Prize Provider Representative	\$275	\$170	\$65
Manufacturer Representative	\$275	\$170	\$65
Gambling Service Supplier Representative	\$275	\$170	\$65
Major Sports Wagering Vendor Representative	\$275	\$170	\$65
Mid-Level Sports Wagering Vendor Representative	\$275	\$170	\$65
Ancillary Sports Wagering Vendor Representative	\$275	\$170	\$65

(2) **Class B card room employees** must pay the out-of-state application fee if over the last ten years the applicant lived outside of Washington for six non-consecutive months or more.

**(3) Other service fees:**

Transaction	Fee
Change of name	\$30
Card room employee emergency waiver request	\$65
Duplicate license	\$30

**(4) Military personnel returning from service**

If a license expires while an individual is on active military service, the individual may apply to have their license reissued at the renewal fee. The application must be received within six months after completing their active military service. The applicant must provide evidence of the completion date of active military service.

**NOTE:** All fees are subject to change. The Commission will notify licensees of amended fee amounts by notice of rule-making. Per RCW 9.46.070, other fees on this schedule, the Commission will assess applicants all actual investigative and inspection costs.

**OTHER HELPFUL WACs:**

**WAC 230-05-104 Defining "base license fee."** (1) "Base license fee" is the fee you pay us when you:  
 (a) Apply for an organization license or permit; or  
 (b) Renew your organization's license or annual permit.  
 (2) "Base license fee" is the minimum annual license fee a licensed organization or permit holder will pay for operating an authorized activity.

**WAC 230-05-106 Defining "maximum annual license fee."** "Maximum annual license fee" is the most you will pay to operate an authorized activity for the license year, which includes the:  
 (1) Base license fee; and  
 (2) Quarterly license fees.

**WAC 230-05-122 Calculating quarterly license fees.** (1) The quarterly license fee is calculated based on the gross gambling receipts from the previous quarter as reported on your quarterly license report.  
 (2) Each license year, the quarterly license fees will be offset by the base license fee. (For example, if your base license fee is sixty-five dollars and your quarterly license fee is forty-five dollars for the first quarter, no additional amount is due for the first quarter. You would offset any future quarterly license fees by the remaining twenty dollars of your base license fee.)

**WAC 230-05-124 Quarterly license fees and license reports.** All licensed organizations must submit quarterly license fees and license reports to us for each licensed gambling activity beginning with the first quarter of their license year. The quarterly license fee is due with the quarterly license report.

The quarterly license reports must be in the format we require and must:

(1)	Cover the period:	Be received by us no later than:
	January 1 through March 31	April 30
	April 1 through June 30	July 31
	July 1 through September 30	October 31
	October 1 through December 31	January 31

- (2) Be received online at our administrative office or postmarked no later than the dates indicated in the table in subsection (1) of this section; and  
 (3) Be submitted even if there is no quarterly license fee payable to us; and  
 (4) Be accurate; and  
 (5) Be completed by the highest ranking executive officer or a designee. If someone other than the licensee or an employee prepares the report, the preparer must include his or her name and business telephone number on the report; and  
 (6) Be submitted for any period of time the license was valid even if there was no gambling activity or the gambling license was not renewed.

# WASHINGTON STATE GAMBLING COMMISSION

## FEE SCHEDULE – BONA FIDE CHARITABLE / NONPROFIT ORGANIZATION / OTHER BUSINESSES

Per WAC 230-05-124, all licensed organizations must submit quarterly license fees and license reports to us for each licensed gambling activity beginning with the first quarter of their license year. The quarterly license fee is due with the quarterly license report.

**WAC 230-05-160 Charitable or nonprofit organization fees.** Bona fide charitable and nonprofit organizations must pay the following fees:

**(1) Annual licenses:**

License Type	Base License Fee	Gross Gambling Receipts Rate	Maximum Annual License Fee
Amusement Games	\$65 plus \$65 per approved location	0.730%	\$1,000
Bingo	\$65	0.460%	\$11,000
Card Games - House-Banked	\$10,000	1.462%	\$40,000
Card Games - Nonhouse-Banked	\$65	0.430%	\$1,000
Combination	\$125	-	-
Fund-Raising Equipment Distributor	\$270	1.430%	\$700
Punch Board / Pull-Tab	\$650	1.430%	\$10,000
Raffles	\$65	3.380%	\$2,000
Raffles – Credit Union	\$65	3.380%	\$2,000
Enhanced Raffles	\$5,000	0.430%	\$32,000
Electronic Raffles	\$5,000	0.430%	\$32,000

**(2) Event licenses or permits:**

License Type	Base License Fee	Gross Gambling Receipts Rate	Maximum Annual License Fee
Fund-Raising Event	\$180	3.130%	\$1,000
Recreational Gaming Activity	\$65	-	-
Special Property Bingo / Change of Bingo Premises	\$30	-	-

**(3) Change fees:**

Change of:	Fee
Name	\$100
Location	\$100
Fund-Raising Event Location, Date, or Time	\$50

**(4) Other fees:**

Transaction	Fee
Add a New Amusement Game Location	\$65
Duplicate License	\$50
Review, Inspection, and/or Evaluation of Gambling Equipment, Supplies, Services, Games, or Schemes	Deposit and cost reimbursement

**WAC 230-05-170 Fees for other businesses.** All other business organizations must pay the following fees:

**(1) Annual licenses or permits:**

License Type	Base License Fee	Gross Gambling Receipts Rate	Maximum Annual License Fee
Agricultural Fair Bingo (Annual Permit)	\$200	-	-
Call Centers for Enhanced Raffles	\$4,800	-	-
Commercial Amusement Games	\$500 plus \$65 per approved location	1.130%	\$11,000
Distributor	\$700	1.430%	\$7,000
Fund-Raising Event Distributor	\$280	1.430%	\$1,000
Linked Bingo Prize Providers	\$1,500	.046%	\$20,000
Manufacturer	\$1,500	1.430%	\$25,000
Manufacturer's Special Sales Permit	\$250	-	-
Punch Board/Pull-Tab Service Business Permit	\$250	-	-
Gambling Service Supplier	\$300	1.430%	\$7,000
Major Sports Wagering Vendor	\$65,000		
Mid-Level Sports Wagering Vendor	\$10,000		
Ancillary Sports Wagering Vendor	\$5,000		

**(2) Events or permits:**

License or Permit Type	Base License Fee	Gross Gambling Receipts Rate	Maximum Annual License Fee
Recreational Gaming Activity	\$65	-	-
Special Property Bingo	\$30	-	-

**(3) Change fees:**

Change of:	Fee
Name	\$100
Location	\$100
Business Classification (Same Owners)	\$100
Corporate Stock / Limited Liability Company Shares / Units	\$100
License Transfers	\$100

**(4) Other fees:**

Transaction	Fee
Add a New Amusement Game Location	\$65
Defective Punch Board / Pull-Tab Cost Recovery Fees	Up to \$100
Duplicate License	\$50
Pre- and Post-Licensing Investigations	Cost reimbursement
Review, Inspection, and/or Evaluation of Gambling Equipment, Supplies, Services, Games, Schemes, or Group 12 Amusement Games	Deposit and cost reimbursement

# WASHINGTON STATE GAMBLING COMMISSION

## FEE SCHEDULE – BONA FIDE CHARITABLE / NONPROFIT ORGANIZATION / OTHER BUSINESSES

**WAC 230-05-175 Individuals license fees.** Individuals must pay the following fees:

**(1) Annual license and additional employer fees:**

License Type	New Application Fee	Annual Renewal Fee	Additional or Change of Employer Fee
Call Center for Enhanced Raffle Representative	\$275	\$170	-
Card Room Employee License – Nonhouse-Banked (Class A)	\$200	\$95	\$65
Card Room Employee License – Class F and House-Banked (Class B)	\$275 (in-state) \$340 (out-of-state)	\$170	\$65
Charitable or Nonprofit Gambling Manager	\$200	\$95	\$95
Commercial Gambling Manager	\$200	\$95	\$95
Distributor Representative	\$275	\$170	\$65
Linked Bingo Prize Provider Representative	\$275	\$170	\$65
Manufacturer Representative	\$275	\$170	\$65
Gambling Service Supplier Representative	\$275	\$170	\$65

License Type	New Application Fee	Annual Renewal Fee	Additional or Change of Employer Fee
Major Sports Wagering Vendor Representative	\$275	\$170	\$65
Mid-Level Sports Wagering Vendor Representative	\$275	\$170	\$65
Ancillary Sports Wagering Vendor Representative	\$275	\$170	\$65

**(2) Class B card room employees** must pay the out-of-state application fee if over the last ten years the applicant lived outside of Washington for six non-consecutive months or more.

**(3) Other service fees:**

Transaction	Fee
Change of Name	\$30
Card Room Employee Emergency Waiver Request	\$65
Duplicate License	\$30

**(4) Military personnel returning from service**

If a license expires while an individual is on active military service, the individual may apply to have their license reissued at the renewal fee. The application must be received within six months after completing their active military service. The applicant must provide evidence of the completion date of active military service.

**NOTE:** All fees are subject to change. The Commission will notify licensees of amended fee amounts by notice of rule-making. Per RCW 9.46.070, other fees on this schedule, the Commission will assess applicants all actual investigative and inspection costs.

**OTHER HELPFUL WACs:**

**WAC 230-03-161 Applying for a combination license.** (1) Charitable or nonprofit organizations may apply for a combination license to operate one or more of the following gambling activities:

- (a) Authorized nonhouse-banked card games without collection of a fee to play; and
- (b) Raffles with gross gambling receipts up to two thousand dollars during the license year; and
- (c) Bingo with gross gambling receipts up to twenty-five thousand dollars during the license year; and
- (d) Amusement games, owned and operated by the organization, with gross gambling receipts up to seven thousand five hundred dollars during the license year.

(2) You must apply for a separate license if any of the gambling activities in subsection (1)(b) through (d) of this section you operate will exceed the gross gambling receipt limits specified during your license year.

**WAC 230-05-104 Defining "base license fee."** (1) "Base license fee" is the fee you pay us when you:

- (a) Apply for an organization license or permit; or
- (b) Renew your organization's license or annual permit.

(2) "Base license fee" is the minimum annual license fee a licensed organization or permit holder will pay for operating an authorized activity.

**WAC 230-05-106 Defining "maximum annual license fee."** "Maximum annual license fee" is the most you will pay to operate an authorized activity for the license year, which includes the:

- (1) Base license fee; and
- (2) Quarterly license fees.

**WAC 230-05-122 Calculating quarterly license fees.** (1) The quarterly license fee is calculated based on the gross gambling receipts from the previous quarter as reported on your quarterly license report.

(2) Each license year, the quarterly license fees will be offset by the base license fee. (For example, if your base license fee is sixty-five dollars and your quarterly license fee is forty-five dollars for the first quarter, no additional amount is due for the first quarter. You would offset any future quarterly license fees by the remaining twenty dollars of your base license fee.)

**WAC 230-05-124 Quarterly license reports and license fees.**

Licensed organizations must submit quarterly license reports. Licensed organizations must also submit quarterly license fees to us, if applicable, for each licensed gambling activity beginning with the first quarter of their license year. The quarterly license fee is due with the quarterly license report.

The quarterly license reports must be in the format we require and must:

Cover the period:	Be received by us no later than:
January 1 through March 31	April 30
April 1 through June 30	July 31
July 1 through September 30	October 31
October 1 through December 31	January 31

(2) Be received online at our administrative office or postmarked no later than the dates indicated in the table in subsection (1) of this section; and

(3) Be submitted even if there is no quarterly license fee payable to us; and

(4) Be accurate; and

(5) Be completed by the highest ranking executive officer or a designee. If someone other than the licensee or an employee prepares the report, the preparer must include his or her name and business telephone number on the report; and

(6) Be submitted for any period of time the license was valid, even if there was no gambling activity or the gambling license was not renewed.