

Application for Bingo License

Application No. BA: _____

Identification No. _____

Insert name
of Municipality _____

Prepare 4 copies of application. One copy will be returned.

Part A GENERAL

1. Name of applying organization _____

2 a. Street address of headquarters _____

b. Mailing address (if different) _____

3 List date or dates and hours for games:

Date	Hours	Date	Hours
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

4 Address of place where Bingo will be played _____

a. Does the applicant own the premises or regularly occupy them for its general purposes? _____ Yes

_____ No

b. If not, from whom will the applicant rent the premises:

Name _____ Address _____

c. If premises are to be rented, attach Form 10, Statement of Landlord.

Part B QUALIFICATIONS OF APPLICANT

1 Is this the first time the applicant has applied for a license in this municipality? _____ Yes _____ No

2 If not, has there been any change in the applicant's certificate of incorporation, charter, constitution or by-laws since the latest application was made? _____ Yes _____ No.

3 If applicant is unincorporated, state number of members: _____ members.

Part E SCHEDULE OF PRIZES

A description of all prizes to be offered and given in all the games listed in this application is as follows: (for cash prizes, state the amount; for merchandise, describe the article and state the retail value; if prizes are to be donated, so indicate and estimate as accurately as possible the information called for).

**Description of Prize
Amount (for cash prizes)
or Article**

Retail Value

1. The first part of the document is a list of names and addresses, which are arranged in two columns. The names are written in a cursive script, and the addresses are written in a more formal, printed style. The list includes names such as "John Smith", "Mary Jones", and "Robert Brown", and addresses such as "123 Main Street", "456 Elm Street", and "789 Oak Street".

2. The second part of the document is a list of names and addresses, which are arranged in two columns. The names are written in a cursive script, and the addresses are written in a more formal, printed style. The list includes names such as "John Smith", "Mary Jones", and "Robert Brown", and addresses such as "123 Main Street", "456 Elm Street", and "789 Oak Street".

3. The third part of the document is a list of names and addresses, which are arranged in two columns. The names are written in a cursive script, and the addresses are written in a more formal, printed style. The list includes names such as "John Smith", "Mary Jones", and "Robert Brown", and addresses such as "123 Main Street", "456 Elm Street", and "789 Oak Street".

4. The fourth part of the document is a list of names and addresses, which are arranged in two columns. The names are written in a cursive script, and the addresses are written in a more formal, printed style. The list includes names such as "John Smith", "Mary Jones", and "Robert Brown", and addresses such as "123 Main Street", "456 Elm Street", and "789 Oak Street".

5. The fifth part of the document is a list of names and addresses, which are arranged in two columns. The names are written in a cursive script, and the addresses are written in a more formal, printed style. The list includes names such as "John Smith", "Mary Jones", and "Robert Brown", and addresses such as "123 Main Street", "456 Elm Street", and "789 Oak Street".

Part F OFFICERS OF APPLICANT

[illegible]

Part G MEMBERS OF APPLICANT WHO WILL BE IN CHARGE OF THE GAMES

[illegible]

(If more space is needed in any section of this application, insert extra sheets.)

Part H MEMBERS OF APPLICANT WHO WILL ASSIST IN CONDUCTING THE GAMES

Name of Member	Residence Address	Age

Part I NAMES OF OTHER ORGANIZATIONS WHOSE MEMBERS WILL ASSIST IN CONDUCTING THE GAMES

Name and Address of Organization	How Related	Identification Number

Part J STATEMENT OF APPLICANT AND MEMBER(S) IN CHARGE

STATE OF NEW JERSEY

COUNTY OF

ss.:

We do hereby each make the following statement, under oath, with respect to the foregoing application:

- 1 The applicant (is) (is not) limited in its activities to the furtherance of one or more authorized purposes as defined in the Bingo Licensing Law.
- 2 Prior to the issuance of any license to it to conduct games of chance the applicant was actively engaged in serving one or more "authorized purposes."
- 3 The applicant has received and used, and in good faith expects to continue to receive and use, to further one or more authorized purposes, funds from sources other than games of chance.
- 4 The conduct of the games on the occasion or occasions for which this application is made will be to raise and devote the entire net proceeds to the authorized purpose described in the application.
- 5 For each occasion for which a license is sought, one or more of the members listed who are familiar with the Bingo Licensing Law and the Rules and Regulations, will be in full charge of, and primarily responsible for, the conduct of the games.
- 6 No commission, salary, compensation, reward or recompense will be paid to any person for holding, operating or conducting or assisting in the holding, operation or conducting, of the games, except to bookkeepers or accountants for professional services not exceeding the amounts fixed by the Schedule of Fees, no prize greater in amount or retail value than \$250.00 will be awarded in any single game of bingo, and the aggregate of all prizes offered and given in all games of bingo held, operated and conducted on a single occasion will not exceed the sum or retail value of \$1,000.00.
- 7 All statements in the foregoing application are true.

Sworn to and subscribed before me this

day of 19

Notary Public

(SEAL OF NOTARY)

Signature of Officer, and Title

Member in Charge

Member in Charge

Member in Charge

Member in Charge

Applicant's registration slip from the Casino Commission must be presented to the Municipal Clerk with this application.

Internet

STATEMENT OF APPLICANT AND MEMBER(S) IN CHARGE

State of New Jersey

County of

} ss.:

We do hereby each make the following statement, under oath, with respect to the original application as amended herewith:

- 1 The applicant (is) (is not) limited in its activities to the furtherance of one or more authorized purposes as defined in the Bingo Licensing Law or the Raffles Licensing Law.
- 2 Prior to the issuance of any license to it to conduct games of chance the applicant was actively engaged in this State in serving one or more "authorized purposes."
- 3 The applicant has received and used, and in good faith expects to continue to receive and use, to further one or more authorized purposes, funds from sources other than games of chance.
- 4 The conduct of the games on the occasion or occasions for which this application is made will be to raise and devote the entire net proceeds to the authorized purpose described in the application.
- 5 For each occasion for which a license is sought, one or more of the members listed who are familiar with the Bingo Licensing Law or the Raffles Licensing Law, as the case may be, and the Rules and Regulations, will be in full charge of, and primarily responsible for, the conduct of the games.
- 6 No commission, salary, compensation, reward, or recompense will be paid to any person for holding, operating or conducting or assisting in the holding, operation or conducting, of the games; except to bookkeepers or accountants for professional services not exceeding the amounts fixed by the Schedule of Fees, no prize greater in amount or retail value than authorized by law will be awarded in any single game.
- 7 All statements in the original application as amended herewith are true.

Sworn to and subscribed before me this

_____ day of _____,

19 ____

Notary Public

(SEAL OF NOTARY)

Signature of Officer, and Title

Member in Charge

Member in Charge

Member in Charge

Member in Charge

LEGALIZED GAMES OF CHANCE CONTROL COMMISSION
(N.J.S.A. 5:8-1 & N.J.A.C. 13:47-1.1)

GENERAL INFORMATION

The Legalized games of Chance Control Commission was established in 1954 to supervise the administration of the Bingo License Law and the Raffles Licensing Law and to adopt, amend and repeal rules and regulations governing the issuance and amendment of licenses.

APPLICATIONS

The Municipal Clerk of the municipality in which you are holding the bingo or raffle must approve your license prior to the license being issued. You cannot begin any portion of the bingo or raffle prior to physically receiving your license from the Municipal Clerk.

When you have completed filling out the application, present it to the clerk of the municipality in which you want to hold the event, along with a valid registration certificate issued by the Legalized Games of Chance Control Commission. No application will be accepted with a copy of your registration certificate!

TO HOLD A BINGO:

Submit One (1) signed notarized copy of the Application for Bingo License (form LGCCC 2B-A) with the Municipal Clerk. If the premises are to be rented, the organization must file a Statement of Landlord (form LGCCC 10-A) and a copy of the Lease Agreement attached to each copy of the application.

TO HOLD A RAFFLE:

Submit One (1) signed notarized copy of the Application for Raffle License, (form LGCCC 2R-A) with the Municipal Clerk. If the raffle equipment is to be leased, a certificate of the lessor (form LGCCC 13) must be attached to the application.

1. An applicant must present the organization's original registration form on which the identification number is shown at the time the license application is filed with the Municipal Clerk. Clerk will make a photo copy of said original.
2. A copy of the sample raffle ticket must be present with the application, if considered "Off-Premise" Raffle.
3. The licensing fees payable to: LEGALIZED GAMES OF CHANCE CONTROL COMMISSION, AS LISTED ON THE ATTACHED FORM

**4. Payment of Municipal Fees is equal to the amount charged by the LGCCC and are payable to:
Township of Middle**

LICENSE ISSUANCE

**** PLEASE NOTE – the application must be filed at least 3 weeks prior to the first scheduled game authorized****

The Municipal Clerk will then (not less than 14 days after the meeting) issue to the applicant the required license.

**FOR FURTHER INFORMATION PLEASE REFERENCE THE STATUTES LISTED ABOVE OR
CONTACT THE MUNICIPAL CLERK'S OFFICE AT (609) 465-8721**

Report of Operations

No later than the 15th day of the calendar month following the month in which a game of chance is conducted, the organization conducting the game and the member or members responsible for the conduct of the game must file a report of operation with the Commission. The report must include the gross receipts derived from each game; the expenses incurred and to whom such amounts were paid; the net profit from each game; the uses to which the net profit has been or will be applied; and a list of the prizes offered or given and the respective value of each.

Fines and Penalties

A violation of the bingo and raffles licensing laws or regulations carries a fine of up to \$7,500 for a first offense and up to \$15,000 for the second and each subsequent offense. In addition, the Commission is authorized to order restitution to an aggrieved party. All penalties may be collected in a summary manner pursuant to the Penalty Enforcement Act.

Conclusion

New Jersey non-profit organizations can successfully raise funds through bingo or raffles. However, if the organization does not adhere to the bingo and raffles licensing laws or the regulations, the penalty may wipe out any profits realized. Care should be taken, therefore, to understand and comply with all applicable laws and regulations.

The licensing fees payable to the Commission are:

Top fees are the same

1. Bingo: \$20.00 for each occasion on which any game or games of bingo are to be conducted under the license;
2. On-premises draw raffle for cash prizes (50/50) in excess of \$400.00 or merchandise prizes where the total combined retail value of prizes awarded is in excess of \$400.00: \$20.00 for each day on which a drawing(s) is to be conducted under the license;
3. On-premises draw raffle for cash prizes (50/50) that do not exceed \$400.00 or merchandise prizes where the total combined retail value of prizes awarded does not exceed \$400.00: no licensing fee. In the event the retail value of the prize(s) offered or awarded exceeds \$400.00 in a raffle in which it was anticipated that the retail value would not exceed \$400.00, the licensee shall submit a check or money order made payable to the Legalized Games of Chance Commission in the amount of \$20.00 at the time of filing the report of operations required by N.J.A.C. 13:47-9 and if required, provide the licensing municipality with any additional fees due, together with a copy of the Report of Raffle Operations;
4. Off-premises draw raffle awarding merchandise as a prize: \$20.00 for each \$1,000 or part thereof of the retail value of the prize(s) to be awarded;
5. Carnival games or wheels: \$20.00 for each game or wheel held on any one day, or any series of consecutive days not exceeding six at one location;
6. Off-premises cash (50/50) raffle: a \$20.00 fee shall be paid at the time the application is filed. In the event the awarded prize exceeds \$1,000, then an additional fee of \$20.00 for each \$1,000 or part thereof in value of the awarded prize in excess of \$1,000 shall be forwarded to the Control Commission by check payable to the Legalized Games of Chance Control Commission together with the Report of Operations as required by N.J.A.C. 13:47-9 and if required, any additional fees due, together with a copy of the Report of Raffle Operations shall be provided to the licensing municipality;
7. Special door prize raffle: no fee is payable and no license is required, provided the merchandise is wholly donated, has a total retail value of less than \$50.00, and the raffle is conducted in accordance with N.J.A.C. 13:47-3.11 and 8.15;
8. Calendar raffle awarding cash or merchandise as a prize: \$20.00 for each \$1,000 or part thereof of the retail value of the prize(s) to be awarded.
9. Instant raffle games awarding cash or merchandise as a prize: i. \$20.00 for each day on which instant raffle tickets are sold or offered for sale; or ii. \$750.00 for a one-year license to sell, or to offer for sale, instant raffle tickets during that year.
10. Golf Hole-in-One Contest: \$20.00 for each \$1,000 or part thereof of the retail value of the ancillary prizes offered.
11. Armchair race: \$50.00 per licensed day of operation.
12. Casino Night: \$100.00 for each day of operation.