



Office of Charitable Gaming  
P.O. Box 98502, Baton Rouge, LA 70884  
(225) 925-1835 or (800) 562-9235 FAX (225) 219-1910  
www.ocg.louisiana.gov

License Year 20\_\_\_\_\_

## Application for Electronic Video Gaming

☐ Manufacturer ☐ Distributor

☐ Original Application

☐ Renewal

☐ Modify Application

Please type or print all information.

Official Name of Company		Company Federal Tax ID Number	
Company Doing Business As:		Telephone Number of Company ( )	
Physical Address (Street, City, State, Zip Code)		Parish / County	
Official Mailing Address of Company (Street, City, State, Zip Code)		Fax Number of Company ( )	
Contact Person	Title / Position Held	Contact Email Address	
Mailing Address of Contact Person (Street, City, State, Zip Code)		Office Phone of Contact Person ( )	Home Phone of Contact Person ( )
Physical Address of Gaming Supplies			

The following information will be considered part of the application and must accompany this application.  
All information must be filled out completely. Any omission or illegible information will cause delay in approval.  
Distributors must be domiciled and reside in the State of Louisiana.

- ( ) Yes ( ) No - Changes have been made to device lease agreement. If yes, submit current signed lease agreement of electronic video gaming devices.
- Copy of the company's Articles of Incorporation, By-Laws and Charter, if applicable. (New Applicants only)
- Copy of the company's registration with the Louisiana Secretary of State, if applicable. (New Applicants only)
- Complete "Company's Officials Information Sheet". (page 2)
- Complete "Company Stockholders List". (page 3)
- Complete "List of Louisiana Employees". (page 4)
- Include "Statement of Assets and Liabilities" and "Personal History Record" (every 3 yrs. for Renewals) for all owners of more than 5% and the Company's Officials listed on Page 2.
- Signed copy of most recent Federal Business Income Tax Return for the company (every 3 yrs. for Renewals). If no company tax return has been filed, the most recent copy of Personal Income Tax Return of owners with more than 5% ownership must be submitted.
- Copy of current signed lease agreement(s) for all gaming related facilities, if applicable.
- List make and model of each device intended for distribution.
- NON-REFUNDABLE LICENSE APPLICATION FEE: \$2,500 – Manufacturer  
(Make check payable to Office of Charitable Gaming)
- \$2,000 – Distributor (new application)  
\$ 500 – Distributor (renewal application)

The legally responsible person must sign application in the presence of a notary public.

I have read this application, and the contents thereof, and do hereby certify that the statements and information contained within this application are true and correct to the best of my knowledge. In addition, I have read, understand, and agree to comply with the statutes which govern charitable gaming in the State of Louisiana contained within LA R.S. 4:701 et seq. as well as the corresponding regulations contained within LAC 42:1.1701 et seq.

Print Name of Authorized Representative	Position	Signature of authorized representative	Date (must match notary date)
Sworn to and subscribed before me this _____ Day of _____, _____			
_____ Notary Public			

Do not write below this line. For office use only.

Check Number \_\_\_\_\_ Receipt # C- ☐ APPROVED Approved by: \_\_\_\_\_  
Date Entered \_\_\_\_\_ Initials \_\_\_\_\_ ☐ DENIED Date: \_\_\_\_\_



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### Company's Officials Information Sheet

License Number \_\_\_\_\_ Company Name \_\_\_\_\_

OFFICIAL'S SIGNATURE: \_\_\_\_\_

1. This form must be signed by a current official listed with the Office of Charitable Gaming.
2. Any changes in officers, directors, or gaming management must be filed with the Office **within ten (10) days** of the change as provided in LA R.S. 4:718(E).
3. The second and subsequent revisions to your license must be accompanied by a \$25 check made payable to "Office of Charitable Gaming".

Please use the following codes for "Position Held": - **Gaming Related Only**

(P) President (VP) Vice President (S) Secretary (T) Treasurer (D) Director  
(LA) Manuf. LA Agent (DR) Dist Rep. (HR) Hall Rep. or Manager (INV) Investor

**Please type or print all information. All fields are required. Blanks will cause delays.**

#### ATTACH ADDITIONAL SHEETS AS NEEDED

Please check the purpose of this revision: <input type="checkbox"/> Change in position <input type="checkbox"/> New Official <input type="checkbox"/> Inactivate <input type="checkbox"/> Renew		
Last Name, First Name, Middle Initial	Social Security Number (Required)	Date of Birth
Complete Home Address (Street, City, State, Zip Code)		Position Held
I declare that I have read, understand, and agree to comply with the statutes which govern charitable gaming in the State of Louisiana contained within LA R.S. 4:701 et seq. as well as the corresponding regulations contained within LAC 42:I.1701 et seq.		
<input type="checkbox"/> Yes Have you ever been convicted, pled guilty, pled nolo contendere or failed to answer to charges of any criminal violation of any federal, state, county, parish, or local law or ordinance other than misdemeanor traffic violations? If yes, provide an attached explanation.		
<input type="checkbox"/> No		
<input type="checkbox"/> Yes Has there been a substantive change in your Personal or Financial History since last disclosure? (due every three years) If yes, submit changes with this application or submit a new Personal and Financial History disclosure.		
<input type="checkbox"/> No		
Signature	Daytime Phone Number ( )	Date

Please check the purpose of this revision: <input type="checkbox"/> Change in position <input type="checkbox"/> New Official <input type="checkbox"/> Inactivate <input type="checkbox"/> Renew		
Last Name, First Name, Middle Initial	Social Security Number (Required)	Date of Birth
Complete Home Address (Street, City, State, Zip Code)		Position Held
I declare that I have read, understand, and agree to comply with the statutes which govern charitable gaming in the State of Louisiana contained within LA R.S. 4:701 et seq. as well as the corresponding regulations contained within LAC 42:I.1701 et seq.		
<input type="checkbox"/> Yes Have you ever been convicted, pled guilty, pled nolo contendere or failed to answer to charges of any criminal violation of any federal, state, county, parish, or local law or ordinance other than misdemeanor traffic violations? If yes, provide an attached explanation.		
<input type="checkbox"/> No		
<input type="checkbox"/> Yes Has there been a substantive change in your Personal or Financial History since last disclosure? (due every three years) If yes, submit changes with this application or submit a new Personal and Financial History disclosure.		
<input type="checkbox"/> No		
Signature	Daytime Phone Number ( )	Date



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## Company Stockholders List

License Number \_\_\_\_\_ Company Name \_\_\_\_\_

1. List **ALL** stockholders for closely held corporations.
2. For publicly traded corporations, list **ALL** stockholders owning more than 2%.
3. **If stock is owned by a company, list individuals and their ownership percentages.**
4. Changes affecting ownership of more than 5% must be filed with the Office within ten days of the change as provided in LA R.S. 4:718 E.

**Please type or print all information.**

**ATTACH ADDITIONAL SHEETS AS NEEDED**

Last Name, First Name, Middle Initial		Social Security Number (Required)	Date of Birth
Complete Home Address (Street, City, State, Zip Code)			% of Ownership
<input type="checkbox"/> Yes	Has there been a substantive change in your Personal or Financial History since last disclosure? (due every three years) If yes, submit changes		
<input type="checkbox"/> No	with this application or submit a new Personal and Financial History disclosure.		
Signature (Required for stockholders with more than 5%)			Date

Last Name, First Name, Middle Initial		Social Security Number (Required)	Date of Birth
Complete Home Address (Street, City, State, Zip Code)			% of Ownership
<input type="checkbox"/> Yes	Has there been a substantive change in your Personal or Financial History since last disclosure? (due every three years) If yes, submit changes		
<input type="checkbox"/> No	with this application or submit a new Personal and Financial History disclosure.		
Signature (Required for stockholders with more than 5%)			Date

Last Name, First Name, Middle Initial		Social Security Number (Required)	Date of Birth
Complete Home Address (Street, City, State, Zip Code)			% of Ownership
<input type="checkbox"/> Yes	Has there been a substantive change in your Personal or Financial History since last disclosure? (due every three years) If yes, submit changes		
<input type="checkbox"/> No	with this application or submit a new Personal and Financial History disclosure.		
Signature (Required for stockholders with more than 5%)			Date

Last Name, First Name, Middle Initial		Social Security Number (Required)	Date of Birth
Complete Home Address (Street, City, State, Zip Code)			% of Ownership
<input type="checkbox"/> Yes	Has there been a substantive change in your Personal or Financial History since last disclosure? (due every three years) If yes, submit changes		
<input type="checkbox"/> No	with this application or submit a new Personal and Financial History disclosure.		
Signature (Required for stockholders with more than 5%)			Date



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### List of Louisiana Employees

License Number \_\_\_\_\_ Company Name \_\_\_\_\_

OFFICIAL SIGNATURE: \_\_\_\_\_ Contact Phone # \_\_\_\_\_

1. This form must be signed by a current official listed with the Office of Charitable Gaming.
2. Any changes in employees must be filed with the Office **within ten (10) days** of the change as provided in LA R.S. 4:718(E).
3. It is not necessary to repeat any company's official or company's stockholder listed on the "Company's Official Information Sheet" or the "Company's Stockholders List".

**Please type or print all information. All fields are required. Blanks will cause delays. ATTACH ADDITIONAL SHEETS AS NEEDED**

Please check the purpose of this revision: <input type="checkbox"/> New Employee <input type="checkbox"/> Inactivate Employee <input type="checkbox"/> Renew			
Last Name, First Name, Middle Initial		Social Security Number	Date of Birth
Complete Home Address (Street, City, State, Zip Code)		Date of Hire	Date of Separation

Please check the purpose of this revision: <input type="checkbox"/> New Employee <input type="checkbox"/> Inactivate Employee <input type="checkbox"/> Renew			
Last Name, First Name, Middle Initial		Social Security Number	Date of Birth
Complete Home Address (Street, City, State, Zip Code)		Date of Hire	Date of Separation

Please check the purpose of this revision: <input type="checkbox"/> New Employee <input type="checkbox"/> Inactivate Employee <input type="checkbox"/> Renew			
Last Name, First Name, Middle Initial		Social Security Number	Date of Birth
Complete Home Address (Street, City, State, Zip Code)		Date of Hire	Date of Separation

Please check the purpose of this revision: <input type="checkbox"/> New Employee <input type="checkbox"/> Inactivate Employee <input type="checkbox"/> Renew			
Last Name, First Name, Middle Initial		Social Security Number	Date of Birth
Complete Home Address (Street, City, State, Zip Code)		Date of Hire	Date of Separation

Please check the purpose of this revision: <input type="checkbox"/> New Employee <input type="checkbox"/> Inactivate Employee <input type="checkbox"/> Renew			
Last Name, First Name, Middle Initial		Social Security Number	Date of Birth
Complete Home Address (Street, City, State, Zip Code)		Date of Hire	Date of Separation

Please check the purpose of this revision: <input type="checkbox"/> New Employee <input type="checkbox"/> Inactivate Employee <input type="checkbox"/> Renew			
Last Name, First Name, Middle Initial		Social Security Number	Date of Birth
Complete Home Address (Street, City, State, Zip Code)		Date of Hire	Date of Separation