



Texas Request for Licensure by Eligible Organization

(Rev. 9/09)

FOR T.L.C. USE ONLY
Amount Paid \$ _____
Postmark Date _____

TAXPAYER INFORMATION

PLEASE PRINT LEGIBLY OR TYPE

1. _____ 2. _____
 Taxpayer Number Name of Organization

3. _____
 Mailing Address (Street Address, PO Box, or Rural Route. Do not give directions, i.e., 5 miles north of I-20)

 City State ZIP Code County

 Organization Website Address Fax Number (Area Code & Number)

 Individual's Name to Contact Phone Number (Area Code & Number)

 Alternate Phone Number (Area Code & Number) E-mail Address (optional)

REQUESTED EFFECTIVE DATE

4. Date you wish to begin conducting bingo under the original license to conduct bingo:

Effective the earliest possible date OR Effective _____
 MM DD YYYY

PLAYING LOCATION

5. If the location is not owned by your organization, then submit a copy of meeting minutes certified to be true and correct indicating your organization voted to conduct bingo at this location. Attached

 Name of location where bingo games will be played

 Physical Address of your playing location (Do Not enter PO Box or Directions, i.e., 5 miles north of I-20)

 City State ZIP Code County

 Playing Location Phone Number (Area Code & Number)

6. Is this location inside the city limits of the city named in Item 5? YES NO

7. How is the location controlled by your organization? Own (List date acquired _____ / _____ / _____ and go to Item 9)
 Lease, including use of facilities free of charge (go to Item 8)

LESSOR INFORMATION

8. _____
 Name of entity from whom you are leasing premises Lessor's Taxpayer Number

 Mailing Address (Street Address, PO Box, or Rural Route. Do not give directions, i.e., 5 miles north of I-20)

 City State ZIP Code County

PLAYING TIMES

9. Day of the week and times games will be played.

Day	Begin Time	End Time	Day	Begin Time	End Time	Day	Begin Time	End Time
_____	AM PM	AM PM	_____	AM PM	AM PM	_____	AM PM	AM PM
First Occasion			Second Occasion			Third Occasion		

CERTIFICATE FOR LICENSES TO CONDUCT CHARITABLE BINGO

10. Has a license been held, or is a license currently held, at the playing location named in Item 5?

YES (proceed to Item 12) NO (proceed to Item 11)

11. The following section(s) must be completed by the County Clerk or City Secretary for the county or city in which you are proposing to conduct charitable bingo. If the County Clerk certifies that the proposed playing location is in a county in which bingo is legalized and not inside the boundaries of an incorporated city or town, the City Secretary's certification is not required.

COUNTY CLERK'S CERTIFICATE

I hereby certify that the conduct of bingo is lawful in the county named below. I further certify that the location of the premises listed in Item 5 and *sought to be licensed herein* (IS) (IS NOT) inside the boundaries of an incorporated city or town.

Witness my hand and seal of office this _____ day of _____ A.D. (Year) _____

X _____
County Clerk

SEAL

County Clerk of _____
Name of County

CITY SECRETARY'S CERTIFICATE (If not an incorporated city, so state)

I hereby certify that the conduct of bingo is lawful at the location of the premises listed in Item 5 and *sought to be licensed herein*, and that such location is inside the boundaries of the city or town and is not prohibited by local option election.

Witness my hand and seal of office this _____ day of _____ A.D. (Year) _____

X _____
City Secretary / Clerk

SEAL

City Secretary of _____
Name of City

CALCULATION OF LICENSE FEE AND SECURITY AMOUNTS

12. The fee for a license and required security is based on your estimated gross receipts from the conduct of bingo. Your license class, fee, and the amount of security will be calculated using the formula below. Calculations are based on a single bingo occasion. Required licenses fee and security must be submitted with this form.

- a. Enter estimated total dollar amount of regular and instant prizes to be awarded per bingo occasion. a. _____
The prize amount cannot exceed seven hundred fifty dollars (\$750) per game and two thousand five hundred dollars (\$2,500) per occasion for regular bingo games.
- b. Enter the number of occasions per week as indicated in Item 12, maximum of three (3) b. _____
- c. Amount of prizes to be awarded per week (multiply Item "a" by Item "b").....c. _____
- d. Number of weeks in a month that bingo is played (four [4]) d. _____ x4
- e. Enter the amount of prizes to be awarded in a month (multiply Item "c" by Item "d").....e. _____
- f. Enter estimated monthly gross receipts (Divide Item "e" by 75%, i.e. e ÷ .75)f. _____
- g. Number of months per year that bingo is played (twelve [12]).....g. _____ x12
- h. Enter estimated annual gross receipts (Multiply Item "f" by Item "g").....h. _____
- i. We are applying for: One Year License Two Year License

Enter your License Class (SEE TABLE BELOW) _____ License Fee \$ _____ Security Amount \$ _____

Table of License Fees and Security Amounts				
Annual Gross Receipts	Class	One Year License Fee	Two Year License Fee	Security Amount
\$25,000 or less	A	\$ 100	\$ 200	\$ 125
more than \$25,000 but not more than \$50,000	B	200	400	325
more than \$50,000 but not more than \$75,000	C	300	600	600
more than \$75,000 but not more than \$100,000	D	400	800	825
more than \$100,000 but not more than \$150,000	E	600	1,200	1,225
more than \$150,000 but not more than \$200,000	F	900	1,800	1,800
more than \$200,000 but not more than \$250,000	G	1,200	2,400	2,125
more than \$250,000 but not more than \$300,000	H	1,500	3,000	2,675
more than \$300,000 but not more than \$400,000	I	2,000	4,000	3,275
more than \$400,000	J	2,500	5,000	7,000

Note: At the end of your first regular license period, the amount of estimated gross receipts reported in this application will be reviewed. Any deficiency of the fee due for that period must be paid prior to renewal. Any excess of the fee due will be credited to your account.

License fee payment must be made from the organization's general fund. Checks should be made payable to the STATE COMPTROLLER.

The Commission will accept only the following types of bonds or other security as security for the payment of prize fees: (1) cash or check made payable to the State Comptroller, (2) irrevocable assignments of accounts, (3) letters of credit from financial institutions, (4) United States Treasury bonds, readily convertible to cash, and (5) surety bonds.

CERTIFICATION OF RESPONSIBILITY

13. We declare that: 1) all information regarding the organization named in this Texas Request for Licensure by Eligible Organization is complete and valid, 2) we have read, understand and will abide by the provisions of the Bingo Enabling Act and Charitable Bingo Administrative Rules, and 3) all statements in this form are true and correct to the best of our knowledge and belief.

sign here ▶ _____ | _____ | _____
Bingo Chairperson (cannot sign as Operator) | Print Name and Title | Date

sign here ▶ _____ | _____ | _____
Operator | Print Name and Title | Date