



Charitable Bingo Division

Texas Application for Registry of Approved Bingo Workers

B-AP-170 (Rev. 3/11)

WHO MUST SUBMIT THIS APPLICATION

You must submit this application to be listed on the Registry of Approved Bingo Workers (Registry). Any person that will be involved with the conduct of bingo as an operator, manager, cashier, usher, caller, salesperson, bookkeeper or Bingo Chairperson for a regular license holder must be listed on the Registry before they may begin working in their position unless they are employed on a provisional basis while awaiting the results of their background investigation and disclose this status on this form.

FOR SUBMISSION

For mail: Charitable Bingo Operations Division, Texas Lottery Commission, PO Box 16630, Austin, TX 78761-6630 Via Fax: (512) 344-5142. FOR ASSISTANCE in completing this application, please call 1-800-BINGO-77 (1-800-246-4677) or visit our website at www.txbingo.org.

GENERAL INSTRUCTIONS

- The information requested below is necessary to conduct a criminal history background investigation which is authorized under the Bingo Enabling Act, Occupations Code, Chapter 2001.
A person will not be listed on the Registry if, during the preceding ten years, the person has been convicted of a felony, criminal fraud, gambling related offense or crime of moral turpitude, or served any sentence, parole, mandatory supervision, or probation for such offense.
Any changes to information contained on this application must be submitted to the Commission in writing or by filing Schedule N-3 Notice of Change for Registered Worker within 30 days of the change.
If approved, a person will remain on the Registry for a period of three years from the date approved by the Commission.
NOTE: If you reside outside of Texas, a Federal Bureau of Investigation or Texas Department of Public Safety fingerprint card must accompany this application.

PROVISIONAL EMPLOYMENT INSTRUCTIONS

- If you are employed as an operator, manager, cashier, usher, caller or salesperson on a provisional basis while awaiting the results of a background check by the Commission, check the Provisional Employment checkbox in item K and complete the playing location information requested in items L through O.
A bingo chairperson or bookkeeper is not eligible for provisional employment.
A copy of this completed form and all fax or e-mail verification should be maintained by the licensed authorized organization provisionally employing you at the playing location until the individual is listed on the registry or the licensed authorized organization is notified that the individual is not qualified to be listed on the registry.
All provisional employees should wear an identification card with the registry applicants name, 'Provisional Employment' in lieu of the unique registration number and the date that reflects the date the registry application was submitted to the commission as the expiration date while on duty.
A provisional employee must immediately stop working if: 1) after 14 days they are not listed on the registry if the individual is a resident of this state; 2) after 45-days they are not listed on the registry and the individual is not a resident of this state and submits a fingerprint card for a background investigation; and 3) found to be disqualified on the basis of the background investigation.

APPLICANT INFORMATION

Form fields for Applicant Information including Name, Social Security Number, Driver's License Number, Home Address, City, State, ZIP Code, Phone Number, Race, Gender, Date of Birth, E-mail Address, and Mailing Address.

PROVISIONAL EMPLOYMENT

Form fields for Provisional Employment including Yes/No selection, Employing Organization Name, Taxpayer Number, Name of Bingo Hall, Bingo Hall Address, City, State, ZIP Code, Bingo Hall Phone Number, and Bingo Hall Fax Number.

STATEMENT OF RESPONSIBILITY PLEASE READ THE FOLLOWING STATEMENTS CAREFULLY AND INDICATE YOUR UNDERSTANDING BY SIGNING THE SPACE PROVIDED

1) I declare that during the preceding ten years, I have not been convicted of a felony, criminal fraud, gambling related offense or crime of moral turpitude, or served any sentence, parole, mandatory supervision or probation for such offense. 2) I declare that all information contained on this application is true and complete. 3) I am aware that I am unable to be involved with the conduct of bingo in Texas until I receive notification that I am listed on the Registry from the Commission, unless provisionally employed. 4) I am aware I must notify the Commission of any changes to information contained on this application within 30 days of the change. 5) I will abide by the provisions of the Bingo Enabling Act and Charitable Bingo Administrative Rules. 6) I am aware that if approved, I must reapply on or before the expiration date of my registration in order to remain on the Registry.

Exceptions: _____

Signature area with 'sign here' arrow and fields for Applicant's Signature, Print Name, and Date.