



Charitable Bingo Operations Division

Notice of Surrender of Bingo License

B-F-905 (Rev. 10/09)

WHO SHOULD SUBMIT THIS FORM

This form should be completed by any licensee who wishes to surrender their license(s). Surrender of a license is the voluntary cancellation of a license as defined by Charitable Bingo Administrative Rule 402.400.

FORM SUBMISSION

By mail: Charitable Bingo Operations Division, Texas Lottery Commission, PO Box 16630, Austin, TX 78761-6630

By delivery: Charitable Bingo Operations Division, Texas Lottery Commission, 611 E 6th St., Austin, TX 78701

FOR ASSISTANCE in completing this form, please call 1-800-BINGO-77 (1-800-246-4677) or visit our Web site at www.txbingo.org.

GENERAL INSTRUCTIONS

- Please print legibly or type.
The current annual license must be returned with this form.
The last date bingo activities were conducted refers to the last date a bingo game was conducted, a licensed premises was leased, or a bingo product was sold or leased, based on the license type.
This form must be signed as follows:
Conductor License - must be signed by the organization's bingo chairperson and another officer of the organization, if applicable.
All Other License Types - must be signed by the sole owner, or by two (2) officers, LLC members, or partners of the organization.
You will receive a confirmation letter from our office that this license has been surrendered after the request has been processed.

TAXPAYER INFORMATION

Form fields for Taxpayer Information: Name of Organization, Taxpayer Number, Mailing Address, City, State, ZIP code, Contact Person, Phone Number.

EFFECTIVE DATE

Form fields for Effective Date: Enter the date the license is to be surrendered, Enter the last date bingo activities were conducted.

LICENSE TYPES

- Conductor, Lessor - Location Name(s), Manufacturer, Distributor

APPLICATION WITHDRAWAL

- Please check this box if you are requesting to withdraw all pending license applications.

CONDUCTOR SURVEY

- 1. Our organization surrendered our charitable bingo conductor's license due to the following: (Please check all that apply)
2. Please tell us what could have helped your organization in maintaining the bingo license:

AFFIDAVIT OF RESPONSIBILITY

This is a formal notice of surrender of the above referenced bingo license(s). By signing this form, we understand and agree to the following:
The organization no longer wishes to hold a bingo license and has ceased all bingo activities as of the effective date indicated above.
The Bingo Enabling Act, Section 2001.457 requires a licensed organization, that ceases to conduct bingo, to disburse any remaining bingo funds to charitable purposes before the end of the next calendar quarter following the calendar quarter in which the organization ceases to conduct bingo (applicable to conductor licenses only.)
The organization will receive a quarterly report at the end of the quarter in which the license was surrendered. This report must be completed and timely filed with the Texas Lottery Commission.
If you would like the Charitable Bingo Operations Division to review your license fee account and refund any unused license fee to your organization, please submit a written request to this office.

Signature lines with labels: sign here, Print Name and Title, Date