



Add Designated Member to Conductor License

FORMID 62

WHO MUST SUBMIT THIS FORM

This form must be submitted by a licensed authorized organization or applicant for a license to conduct bingo desiring to designate an individual as a member of their organization for the purposes of conducting bingo.

FORM SUBMISSION

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

GENERAL INSTRUCTIONS

- Under Bingo Enabling Act, Occupations Code, Chapter 2001 Section 2001.411(c-1), a designated member may serve as a director or operator for an organization.
- 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 license to conduct bingo will not be issued if a person under whose name bingo will be conducted and a person working at the proposed bingo location has been convicted of a gambling offense or criminal fraud.
- The commission may not issue a license to conduct bingo if an officer or member of the board of directors of the organization has been convicted of criminal fraud or gambling-related offense.
- This form must have signatures of the designated member and the Bingo Chairperson.
- The name entered should be as it appears on the individual's official documents, such as a driver's license. Do not use nicknames.
- If an individual is listed as an operator, list the six (6) digit worker registry number and expiration date. If the individual is not currently listed on the Registry, please ensure that an *Application for Registry of Bingo Workers FORMID 46* is completed. Enter "applied for" in the worker registry number field.
- To remove a designated member from the bingo record, a written request must be made to the Commission by the individual being removed or the Bingo Chairperson of the organization. For your convenience, a *Notice to Remove Individual or Individual Positions FORMID 8* may be submitted.
- Texas state residents need to contact CBOD for the process for electronic fingerprinting. For an individual who is not a Texas resident, FBI fingerprint cards are required to accompany this form unless provided previously.

TAXPAYER INFORMATION

_____	_____	_____
Applicant or Licensee	Taxpayer Number	License Number

DESIGNATED MEMBER INFORMATION

A. _____
Name (LAST, FIRST, MIDDLE INITIAL)

B. _____ **OR** _____ **C.** _____
Social Security Number Worker Registry Number Expiration Date (MM/DD/YYYY) Driver's License Number State

D. _____
Home Address (Street Address, P.O. Box or Rural Route)

_____ **E.** _____
City State ZIP Code Phone Number (Area Code & Number)

F. _____ **G.** M F **H.** _____ **I.** _____
Race Gender Date of Birth (Month, Day, Year) E-mail Address

J. Positions: (place checkmark in all that apply) Designated Director Designated Operator

DESIGNATED MEMBER STATEMENT OF RESPONSIBILITY *Please read the following statements carefully and indicate your understanding by signing the space provided.*

1) I elect to become a designated member of the above referenced organization for the purposes of conducting bingo and/or other law. 2) I declare that I have not been convicted of a gambling or gambling-related offense or criminal fraud. 3) I declare that all information contained on this application is true and complete. 4) I will abide by the provisions of the Bingo Enabling Act and Charitable Bingo Administrative Rules.

Exceptions: _____

sign here ▶ _____
Designated Member Print Name Date

STATEMENT OF RESPONSIBILITY *Please read the following statements carefully and indicate your understanding by signing the space provided*

- 1) We hereby designate the above referenced individual as a member of our organization for the purposes of conducting bingo and/or other law.
- 2) We are aware that our organization is responsible for all of the activities conducted by its organization members and/or designated members.

sign here ▶ _____
Chairperson Print Name and Title Date