



WASHINGTON STATE GAMBLING COMMISSION
LOCATION: 4565 7th Avenue SE, Lacey WA 98503
MAILING ADDRESS: P.O. Box 42400, Olympia WA 98504-2400
TELEPHONE: 360-486-3440 / FAX NUMBER: 360-486-3630
TOLL-FREE: 1-800-345-2529 / WEB SITE: www.wsgc.wa.gov

COMMERCIAL BUSINESS ADD AN ACTIVITY PACKET

Only complete this application if you want to add a new gambling activity to your current license.

THIS PACKET CONTAINS:

The *Commercial Business Add an Activity* (GC4-030) application with attachments and supporting forms including:

- *Training Requirements for All Applicants* (GC5-017) letter
 - *Fee Schedule – Commercial Stimulant / Profit-Seeking Organization* (GC5-055K FS)
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CHANGES MUST BE REPORTED

While your application is being processed, you must notify us of any changes to this application within 10 days (See WAC 230-03-055).

IMPORTANT INSTRUCTIONS FOR ALL APPLICANTS READ BEFORE PROCEEDING

1. All forms in this packet may be copied for your use. A copy of this application is also on our web site.
2. Washington Administrative Code (WAC) citations are noted throughout this application and addendums. When cited, refer to Title 230 WAC, Gambling Commission, for clarification.
3. The base license fees for this application are listed on the *Fee Schedule – Commercial Stimulant / Profit-Seeking Organization* (GC5-055K FS). In addition to the base license fee(s), you will have to submit Quarterly License Reports (QLR) with Quarterly License Fees (QLF), if applicable, based on your Gross Gambling Receipts (GGR).
4. The Commission may assess additional amounts to cover inspections and investigations necessary for licensing. See Revised Code of Washington (RCW) 9.46.070(5). These costs will be determined, and are payable, during the financial investigation phase of the application process.
5. The Commission cannot act on your application if proper fees have not been paid.
6. Each license applicant is evaluated on an individual basis. Even if you were licensed before, do **NOT** answer any question with the words "on-file".
7. If you have any questions about this application – please call us at 1-800-345-2529 or 360-486-3440 to speak with a Licensing Specialist.

NOTE: You may be required to supply additional documentation. See WAC 230-03-050.
