

Mark

☐ appropriate box for permit type you are applying for:

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

RECREATIONAL GAMING ACTIVITY PERMIT

SUBMIT APPLICATION 14 DAYS PRIOR TO THE EVENT.

This application is available for online submission. Visit *SecureAccess Washington* (SAW) at 'https://secureaccess.wa.gov/myAccess/saw/select.do' and register for access to My Account.

* * * ATTENTION * * *

Commercial Stimulant / Profit-Seeking Organization (see GC5-055K FS for fee)

Bona Fide Charitable / Nonprofit Organization (see GC5-055 FS for fee)

	Before you complete and submit this application there are three (3) different options to sponsor or conduct a Recreational			
G	aming Activity (RGA). (See WAC 230-03-005.)			
1	Your organization may conduct the RGA and use professional gambling equipment obtained from a licensed equipment distributor. You must complete this application prior to conducting the RGA.			
2	Your organization may sponsor and contract with a licensed equipment distributor and have the distributor conduct the RGA for you. You will NOT need an RGA permit because the distributor is licensed.			
3	Your organization may conduct the RGA and use non-professional homemade devices. You will NOT need an RGA permit, nor need to notify our agency, but you must notify your local law enforcement agency.			
lf	you have any questions, please call us at 1-800-345-2529 (toll-free) or 360-486-3440.			
	* * * GENERAL INFORMATION / INSTRUCTIONS * * *			
1				
2	the Washington State Gambling Commission. Complete ALL portions of the application. 4 Ensure that the application is signed and dated by the			
_	4. Ensure that the application is signed and dated by the highest-ranking organizational official.			
	GENERAL INFORMATION			
1	Applicant:			
	Address:			
	City:			
2	E-Mail Address:			
	@			
3	Telephone:			
	Organization's Fax			
4	Date Organization was Organized: _ / /			
5				
	Business Office Use Only:			
	Code: 211 Date: Amt: \$ Val #:			

BASE LICENSE FEE

	ACTIVITY INFORMATION
1.	Date of Activity: NOTE: Date and Time Must be Exact
	FROM: Date:
	Time: : am
2.	Name of Premises to be Used for Activity:
	Owner of Premises:
	Street Address:
	City:
_	City Limits:
3.	Does the jurisdiction in which you plan to operate allow the gambling activities you are applying for?
4.	Owner of Gambling Devices / FRE Equipment:
	City:
	What was the cost of the lease / rental? \$ _ _ _ _
	YOUR APPLICATION AND THE PUBLIC RECORDS ACT
Act	om the moment we receive your application, it becomes a public document subject to disclosure under the Public Records (RCW 42.56) and other Washington laws. The Commission may disclose to the public, other state or federal agencies discuss at a public meeting all information set forth in this application and all supplemental information submitted.
	OATH OF HIGHEST-RANKING INDIVIDUAL OR DESIGNEE
is t wh	eclare under penalty of perjury, under the laws of the State of Washington, that all information provided on this application true and complete to the best of my knowledge. I understand that untruthful, misleading, or incomplete answers the through misrepresentation, concealment, inadvertence, or mistake, are cause for suspension of cocation of any gambling license(s) currently held, or denial of any future applications for a new license.
enf	nderstand that I am responsible to know and comply with all rules and laws, RCW 9.46 and WAC 230, which can be and on the Internet websites of the Washington State Gambling Commission (https://www.wsgc.wa.gov/regulation forcement) or the Washington State Legislature (http://leg.wa.gov/). In the event I am the Designee, I also acknowledge at the Highest-Ranking Individual is also responsible to know and comply with all previously referenced rules and laws.
enf tha	nderstand that I am responsible to know and comply with all rules and laws, RCW 9.46 and WAC 230, which can be and on the Internet websites of the Washington State Gambling Commission (https://www.wsgc.wa.gov/regulation forcement) or the Washington State Legislature (http://leg.wa.gov/). In the event I am the Designee, I also acknowledge
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Standard Fund-Raising Event (FRE)	Limited FRE	Recreational Gaming Activity (RGA)
Purpose is to raise money for charitable / nonprofit organization's purposes	Purpose is to raise money for charitable / nonprofit organization's purposes	Purpose is purely entertainment, not fund- raising (i.e. fun raising) Purely nongambling.
Conducted by charitable / nonprofit organization	Conducted by charitable / nonprofit organizations	Conducted by any organization that has been in existence for at least six months
Participants may purchase their chips for cash.	Participants may be required to pay a fee to participate, which may include being given chips, and they may purchase additional chips	There is no value to the chips, and additional chips may not be purchased. Only cost to participant is to defray costs of meal, entertainment, and rental of premises / equipment.
Participants may redeem their chips for cash and / or merchandise.	Participants may use their chips to redeem for ONLY merchandise prizes by participating in an auction, raffle or other similar activity.	There is no value to the chips, and therefore no value to redeemed chips, except that there may be an auction from donated prizes.
The event may be open to the public.	Only members or guests of sponsoring organization may participate. NOT open to the public.	Only members or guests of the sponsoring organization may participate. NOT open to the public.
ONLY members may operate gaming stations.	FRE equipment distributor staff may operate gaming stations. Only members of the nonprofit may be involved in money handling.	Anyone can operate the NONgambling stations. If the FRE equipment distributor provides the staff, the organization doesn't need a permit.
Equipment must be leased from a FRE equipment distributor. Licensee responsible to make good faith effort to ensure profitability of event when signing contracts for equipment rental. (See WAC 230-09-145.)	Equipment may be leased or purchased from a FRE equipment distributor or FRE licensee. Licensee responsible to make good faith effort to ensure profitability of event when signing contracts for equipment rental. (See WAC 230-09-145.)	Equipment can be leased from a FRE equipment distributor. No limitations on cost of equipment or premises rental. NOTE: If homemade equipment is used, no RGA license is necessary.
The organization may use its own facility or rent one.	The organization may use its own facility or rent one. The FRE equipment distributor may NOT provide the facility.	The organization may use its own facility or rent one.
The members operating the gaming stations may not be paid for their services. No tipping.	Staff from the FRE equipment distributor may be paid by the distributor, but not tipped by the participants. Members of the nonprofit may not be paid or tipped.	No limitations on payment for those operating the gambling stations.
Any proceeds in excess of \$10,000 must be given to a nonprofit eligible to receive funds from gambling activity.	Any proceeds in excess of \$10,000 must be given to a nonprofit eligible to receive funds from gambling activity.	No funds generated therefore no excess proceeds.
There is no limit on the value of redeemed chips.	The value of any purchased prizes used for redemption of chips must not exceed 10% of the gross revenue less cost of equipment rental for the event.	There is no value to the chips and all prizes offered are donated.
The organization may not deduct the cost of rental equipment from the yearly maximum \$10,000 limit	The organization MAY deduct the cost of rental equipment and services and purchased prizes from the yearly \$10,000 maximum.	No limitations
FRE equipment distributor must be paid a fixed fee, not a percentage of the receipts.	FRE equipment distributor must be paid a fixed fee, not a percentage of the receipts.	No receipts earned, so no percentage issues presented.

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WASHINGTON STATE GAMBLING COMMISSION FEE SCHEDULE – COMMERCIAL STIMULANT / PROFIT-SEEKING ORGANIZATION

Per WAC 230-05-124, all licensed organizations must submit quarterly license fees and license reports to us for each licensed gambling activity beginning with the first quarter of their license year. The quarterly license fee is due with the quarterly license report.

WAC 230-05-165 Commercial stimulant organization fees. All commercial stimulant organizations must pay the following fees:

(1) Annual licenses:

License Type	Base License Fee	Gross Gambling Receipts Rate	Maximum Annual License Fee
Card Games - Nonhouse-Banked	\$70	1.550%	\$32,000
Card Games - House-Banked	\$11,000	1.550%	\$64,000
Punch Boards / Pull-Tabs	\$770	1.516%	\$20,800

(2) Change fees:

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Change of:	Fee
Name	\$110
Location	\$110
Business Classification (Same Owners)	\$110
Corporate Stock / Limited Liability Company Shares / Units	\$110, and cost reimbursement for investigating the transaction and qualification of each substantial interest holder
License Transfers	\$110

(3) Other fees:

Transaction	Fee
Duplicate License	\$55

WAC 230-05-170 Fees for other businesses. All other business organizations must pay the following fees:

(1) Annual licenses or permits:

License Type	Base License Fee	Gross Gambling Receipts Rate	Maximum Annual License Fee
Agricultural Fair Bingo (Annual Permit)	\$220	-	-
Call Centers for Enhanced Raffles	\$5,280	-	-
Commercial Amusement Games	\$550 plus \$70 per approved location	1.198%	\$17,600
Distributor	\$770	1.516%	\$11,200
Fund-Raising Event Distributor	\$310	1.516%	\$1,600
Linked Bingo Prize Providers	\$1,650	.048%	\$32,000
Manufacturer	\$1,650	1.516%	\$40,000
Manufacturer's Special Sales Permit	\$275	-	-
Punch Board/Pull- Tab Service Business Permit	\$275	-	-

License Type	Base License Fee	Gross Gambling Receipts Rate	Maximum Annual License Fee
Gambling Service Supplier	\$330	1.516%	\$11,200
Major Sports Wagering Vendor	\$30,000		
Mid-Level Sports Wagering Vendor	\$5,000		
Ancillary Sports Wagering Vendor	\$2,000		

(2) Events or permits:

		Gross	Maximum
	Base	Gambling	Annual
	License	Receipts	License
License or Permit Type	Fee	Rate	Fee
Recreational Gaming Activity	\$70	1	1
Special Property Bingo	\$35	-	-

(3) Change fees:

Change of:	Fee
Name	\$110
Location	\$110
Business Classification (Same Owners)	\$110
Corporate Stock / Limited Liability Company Shares / Units	\$110, and cost reimbursement for investigating the transaction and qualification of each substantial interest holder
License Transfers	\$110

(4) Other fees:

Transaction	Fee
Add a New Amusement Game Location	\$70
Defective Punch Board / Pull-Tab Cost Recovery Fees	Up to \$110
Duplicate License	\$55
Pre- and Post-Licensing Investigations	Cost reimbursement
Review, Inspection, and/or Evaluation of Gambling Equipment, Supplies, Services, Games, Schemes, or Group 12 Amusement Games	Deposit and cost reimbursement

WAC 230-05-175 Individuals license fees. Individuals must pay the following fees:

(1) Annual license and additional employer fees:

			Additional
	New	Annual	or Change
	Application	Renewal	of Employer
License Type	Fee	Fee	Fee
Call Center for Enhanced Raffle Representative	\$275	\$170	-

WASHINGTON STATE GAMBLING COMMISSION FEE SCHEDULE – COMMERCIAL STIMULANT / PROFIT-SEEKING ORGANIZATION

(1) Annual license and additional employer fees:

(1) Annual neclise and			
License Type	New Application Fee	Annual Renewal Fee	Additional or Change of Employer Fee
Card Room Employee License – Nonhouse- Banked (Class A)	\$200	\$95	\$65
Card Room Employee License – Class F And House-Banked (Class B)	\$275 (in-state) \$340 (out-of-state)	\$170	\$65
Charitable or Nonprofit Gambling Manager	\$200	\$95	\$95
Commercial Gambling Manager	\$200	\$95	\$95
Distributor Representative	\$275	\$170	\$65
Linked Bingo Prize Provider Representative	\$275	\$170	\$65
Manufacturer Representative	\$275	\$170	\$65
Gambling Service Supplier Representative	\$275	\$170	\$65
Major Sports Wagering Vendor Representative	\$275	\$170	\$65

(1) Annual license and additional employer fees:

License Type	New Application Fee	Annual Renewal Fee	Additional or Change of Employer Fee
Mid-Level Sports Wagering Vendor Representative	\$275	\$170	\$65
Ancillary Sports Wagering Vendor Representative	\$275	\$170	\$65

(2) Class B card room employees must pay the out-of-state application fee if over the last ten years the applicant lived outside of Washington for six non-consecutive months or more.

(3) Other service fees:

Transaction	Fee
Change of name	\$30
Card room employee emergency waiver request	\$65
Duplicate license	\$30

(4) Military personnel returning from service

If a license expires while an individual is on active military service, the individual may apply to have their license reissued at the renewal fee. The application must be received within six months after completing their active military service. The applicant must provide evidence of the completion date of active military service.

NOTE: All fees are subject to change. The Commission will notify licensees of amended fee amounts by notice of rule-making. Per RCW 9.46.070, other fees on this schedule, the Commission will assess applicants all actual investigative and inspection costs.

OTHER HELPFUL WACs:

WAC 230-05-104 Defining "base license fee." (1) "Base license fee" is the fee you pay us when you:

- (a) Apply for an organization license or permit; or
- (b) Renew your organization's license or annual permit.
- (2) "Base license fee" is the minimum annual license fee a licensed organization or permit holder will pay for operating an authorized activity.

WAC 230-05-106 Defining "maximum annual license fee." "Maximum annual license fee" is the most you will pay to operate an authorized activity for the license year, which includes the:

- (1) Base license fee; and
- (2) Quarterly license fees.

WAC 230-05-122 Calculating quarterly license fees. (1) The quarterly license fee is calculated based on the gross gambling receipts from the previous quarter as reported on your quarterly license report.

(2) Each license year, the quarterly license fees will be offset by the base license fee. (For example, if your base license fee is sixty-five dollars and your quarterly license fee is forty-five dollars for the first quarter, no additional amount is due for the first quarter. You would offset any future quarterly license fees by the remaining twenty dollars of your base license fee.)

WAC 230-05-124 Quarterly license fees and license reports. All licensed organizations must submit quarterly license fees and license reports to us for each licensed gambling activity beginning with the first quarter of their license year. The quarterly license fee is due with the quarterly license report.

The quarterly license reports must be in the format we require and must:

(1)		Be received by us
	Cover the period:	no later than:
	January 1 through March 31	April 30
	April 1 through June 30	July 31
	July 1 through September 30	October 31
	October 1 through December 31	January 31

- (2) Be received online at our administrative office or postmarked no later than the dates indicated in the table in subsection (1) of this section; and
- (3) Be submitted even if there is no quarterly license fee payable to us; and
 - (4) Be accurate; and
- (5) Be completed by the highest ranking executive officer or a designee. If someone other than the licensee or an employee prepares the report, the preparer must include his or her name and business telephone number on the report; and
- (6) Be submitted for any period of time the license was valid even if there was no gambling activity or the gambling license was not renewed.

WASHINGTON STATE GAMBLING COMMISSION

FEE SCHEDULE - BONA FIDE CHARITABLE / NONPROFIT ORGANIZATION / OTHER BUSINESSES

Per WAC 230-05-124, all licensed organizations must submit quarterly license fees and license reports to us for each licensed gambling activity beginning with the first quarter of their license year. The quarterly license fee is due with the quarterly license report.

WAC 230-05-160 Charitable or nonprofit organization fees. Bona fide charitable and nonprofit organizations must pay the following fees:

(1) Annual licenses:

License Type	Base License Fee	Gross Gambling Receipts Rate	Maximum Annual License Fee
Amusement Games	\$70 plus \$70 per approved location	0.774%	\$1,600
Bingo	\$70	0.488%	\$17,600
Card Games – House- Banked	\$11,000	1.550%	\$64,000
Card Games – Nonhouse-Banked	\$70	0.456%	\$1,600
Combination	\$140	-	-
Fund-Raising Equipment Distributor	\$295	1.516%	\$1,120
Punch Board / Pull-Tabs	\$715	1.516%	\$16,000
Raffles	\$70	3.583%	\$3,200
Raffles – Credit Union	\$70	3.583%	\$3,200
Raffles – Enhanced	\$5,500	0.456%	\$51,200
Raffles – Electronic *	\$5,500	3.583%	\$51,200

^{*}Commission will bill for actual expenses related to verifying / investigating electronic raffle operating and system requirements.

(2) Event licenses or permits:

License Type	Base License Fee	Gross Gambling Receipts Rate	Maximum Annual License Fee
Fund-Raising Event	\$200	3.318%	\$1,600
Recreational Gaming Activity	\$70	-	1
Special Property Bingo / Change of Bingo Premises	\$35	-	-

(3) Change fees:

Change of:	Fee
Name	\$110
Location	\$110
Fund-Raising Event Location, Date, or Time	\$55

(4) Other fees:

Transaction	Fee
Add a New Amusement Game Location	\$70
Duplicate License	\$55
Review, Inspection, and/or Evaluation of Gambling Equipment, Supplies, Services, Games, or Schemes	Deposit and cost reimbursement

WAC 230-05-170 Fees for other businesses. All other business organizations must pay the following fees:

(1) Annual licenses or permits:

(1) Allitual licelises 0	i periinta.		
License Type	Base License Fee	Gross Gambling Receipts Rate	Maximum Annual License Fee
Agricultural Fair Bingo (Annual Permit)	\$220	-	-
Call Centers for Enhanced Raffles	\$5,280	-	-
Commercial Amusement Games	\$550 plus \$70 per approved location	1.198%	\$17,600
Distributor	\$770	1.516%	\$11,200
Fund-Raising Event Distributor	\$310	1.516%	\$1,600
Linked Bingo Prize Providers	\$1,650	.048%	\$32,000
Manufacturer	\$1,650	1.516%	\$40,000
Manufacturer's Special Sales Permit	\$275	-	-
Punch Board/Pull-Tab Service Business Permit	\$275	-	-
Gambling Service Supplier	\$330	1.516%	\$11,200
Major Sports Wagering Vendor	\$30,000		
Mid-Level Sports Wagering Vendor	\$5,000		
Ancillary Sports Wagering Vendor	\$2,000		

(2) Events or permits:

		Gross	Maximum
	Base	Gambling	Annual
	License	Receipts	License
License or Permit Type	Fee	Rate	Fee
Recreational Gaming Activity	\$70	-	-
Special Property Bingo	\$35	-	-

(3) Change fees:

Fee
\$110
\$110
\$110
\$110, and cost reimbursement for investigating the transaction and qualification of each substantial interest holder
\$110

(4) Other fees:

Transaction	Fee
Add a New Amusement Game Location	\$70
Defective Punch Board / Pull-Tab Cost Recovery Fees	Up to \$110
Duplicate License	\$55
Pre- and Post-Licensing Investigations	Cost reimbursement

WASHINGTON STATE GAMBLING COMMISSION

FEE SCHEDULE - BONA FIDE CHARITABLE / NONPROFIT ORGANIZATION / OTHER BUSINESSES

Transaction	Fee
Review, Inspection, and/or Evaluation of	Deposit and
Gambling Equipment, Supplies, Services, Games,	cost
Schemes, or Group 12 Amusement Games	reimbursement

WAC 230-05-175 Individuals license fees. Individuals must pay the following fees:

(1) Annual license and additional employer fees:

A Lie			
License Type	New Application Fee	Annual Renewal Fee	Additional or Change of Employer Fee
Call Center for Enhanced Raffle Representative	\$275	\$170	-
Card Room Employee License – Nonhouse- Banked (Class A)	\$200	\$95	\$65
Card Room Employee License – Class F and House-Banked (Class B)	\$275 (in-state) \$340 (out-of-state)	\$170	\$65
Charitable or Nonprofit Gambling Manager	\$200	\$95	\$95
Commercial Gambling Manager	\$200	\$95	\$95
Distributor Representative	\$275	\$170	\$65
Linked Bingo Prize Provider Representative	\$275	\$170	\$65
Manufacturer Representative	\$275	\$170	\$65

License Type	New Application Fee	Annual Renewal Fee	Additional or Change of Employer Fee
Gambling Service Supplier Representative	\$275	\$170	\$65
Major Sports Wagering Vendor Representative	\$275	\$170	\$65
Mid-Level Sports Wagering Vendor Representative	\$275	\$170	\$65
Ancillary Sports Wagering Vendor Representative	\$275	\$170	\$65

(2) Class B card room employees must pay the out-of-state application fee if over the last ten years the applicant lived outside of Washington for six non-consecutive months or more.

(3) Other service fees:

Transaction	Fee
Change of Name	\$30
Card Room Employee Emergency Waiver Request	\$65
Duplicate License	\$30

(4) Military personnel returning from service

If a license expires while an individual is on active military service, the individual may apply to have their license reissued at the renewal fee. The application must be received within six months after completing their active military service. The applicant must provide evidence of the completion date of active military service.

NOTE: All fees are subject to change. The Commission will notify licensees of amended fee amounts by notice of rule-making. Per RCW 9.46.070, other fees on this schedule, the Commission will assess applicants all actual investigative and inspection costs.

OTHER HELPFUL WACs:

WAC 230-03-161 Applying for a combination license. (1) Charitable or nonprofit organizations may apply for a combination license to operate one or more of the following gambling activities:

- (a) Authorized nonhouse-banked card games without collection of a fee to play; and
- (b) Raffles with gross gambling receipts up to two thousand dollars during the license year; and
- (c) Bingo with gross gambling receipts up to twenty-five thousand dollars during the license year; and
- (d) Amusement games, owned and operated by the organization, with gross gambling receipts up to seven thousand five hundred dollars during the license year.
- (2) You must apply for a separate license if any of the gambling activities in subsection (1)(b) through (d) of this section you operate will exceed the gross gambling receipt limits specified during your license year.

WAC 230-05-104 Defining "base license fee." (1) "Base license fee" is the fee you pay us when you:

- (a) Apply for an organization license or permit; or
- (b) Renew your organization's license or annual permit.
- (2) "Base license fee" is the minimum annual license fee a licensed organization or permit holder will pay for operating an authorized activity.

WAC 230-05-106 Defining "maximum annual license fee." "Maximum annual license fee" is the most you will pay to operate an authorized activity for the license year, which includes the:

- (1) Base license fee; and
- (2) Quarterly license fees.

WAC 230-05-122 Calculating quarterly license fees. (1) The quarterly license fee is calculated based on the gross gambling receipts from the previous quarter as reported on your quarterly license report.

- (2) Each license year, the quarterly license fees will be offset by the base license fee. (For example, if your base license fee is sixty-five dollars and your quarterly license fee is forty-five dollars for the first quarter, no additional amount is due for the first quarter. You would offset any future quarterly license fees by the remaining twenty dollars of your base license fee.)
- WAC 230-05-124 Quarterly license reports and license fees. Licensed organizations must submit quarterly license reports. Licensed organizations must also submit quarterly license fees to us, if applicable, for each licensed gambling activity beginning with the first quarter of their license year. The quarterly license fee is due with the quarterly license report.

The quarterly license reports must be in the format we require and must:

Ot.				
(1)	Cover the period:	Be received by us no later than:		
	January 1 through March 31	April 30		
	April 1 through June 30	July 31		
	July 1 through September 30	October 31		
	October 1 through December 31	January 31		

- (2) Be received online at our administrative office or postmarked no later than the dates indicated in the table in subsection (1) of this section; and
- (3) Be submitted even if there is no quarterly license fee payable to us; and
 - (4) Be accurate; and
- (5) Be completed by the highest ranking executive officer or a designee. If someone other than the licensee or an employee prepares the report, the preparer must include his or her name and business telephone number on the report; and
- (6) Be submitted for any period of time the license was valid, even if there was no gambling activity or the gambling license was not renewed.