

**FORM MARYLAND SLOT MACHINE  
410 LICENSE APPLICATION**



124100049

NEW LICENSE     RENEWAL

**SECTION 1 - APPLICANT INFORMATION**

Name of nonprofit organization			<b>Office Use Only</b> Number _____ Licence Year _____ License Number _____ Approved _____ Date _____ Check Number _____ Check Amount \$ _____ Deposit Date _____					
Name of county where the physical business is located	Central Registration Number	Phone Number						
Physical business location - street address (P.O. Box NOT acceptable)								
City	State	Zip Code						
Mailing address - Street Address/P.O. Box (If different from the physical business address above.)								
City	State	Zip Code						
Have you been located in the county for at least 5 years? <input type="checkbox"/> Yes <input type="checkbox"/> No								
<b>Name of Principal Officer</b>						Social Security Number		
Mailing address - Street Address/P.O. Box						Federal Employer Identification Number		
City		State				Zip Code		
Phone number	Fax number	Email address						
<b>Name of Alternate Contact</b>								
Phone number	Fax number	Email address						

**The Applicant is:**

- Fraternal organization
- Religious organization
- War Veterans' organization
- Nonprofit organization affiliated with national fraternal organization less than 5 years and located in county for at least 50 years

Does applicant have tax-exempt status under the Internal Revenue Code? . . . . .  Yes     No

Under which of the following 501(c) sections of the Internal Revenue Code has the applicant obtained tax-exempt status?

- Fraternal organization; IRC § 501(c)(8) or (c)(10)
- War Veterans' organization; IRC § 501(c)(4) or (c)(19)
- Religious organization; IRC § 501(c)(3)
- Other (specify): \_\_\_\_\_

Attach a copy of the IRS § 501(c) tax-exempt determination letter.

The applicant is NOT located in Ocean City east of South and North Baltimore Avenues . . .  Yes     No

**SECTION 2 - SLOT MACHINE INFORMATION**

Does applicant own each slot machine for which a license is applied? . . . . .  Yes     No

Provide the following information for each slot machine (Attach invoice for each slot machine if purchased within the year prior to a new application)

	Make	Model	Serial Number	Year of purchase
1				
2				
3				
4				
5				



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Is each slot machine equipped with a tamper proof meter or counter that accurately records gross receipts? . . . . .  Yes  No

a. List location of principal meeting hall \_\_\_\_\_

(Attach a copy of deed or lease stating that the principal meeting hall is owned or under control of the applicant, including the rules of operation) - Owner of Premise Affidavit?

b. Are all slot machines located and operated at this principal meeting hall? . . . . .  Yes  No

(If no, you are not eligible for the slot machine license(s))

c. If location is shared with, or leased to, another organization, explain how the slot machines prohibited from use when the other organization is using and operating at the location. \_\_\_\_\_

\_\_\_\_\_  
(Attach a copy of any lease or other documents)

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**SECTION 3 - LICENSING INFORMATION**

- 1. Does the applicant agree to submit a copy of the invoice to the Comptroller for each new slot machine purchased? . . . . .  Yes  No
- 2. Does the applicant agree to keep each slot machine equipped with a tamper proof meter or counter to accurately record gross receipts? . . . . .  Yes  No
- 3. a. Does the applicant agree to distribute at least one-half (50%) of its net after payout proceeds from slot machines for the benefit of a charity? . . . . .  Yes  No  
b. Does the applicant agree to use the remainder of its net after payout proceeds from slot machines (after at least a 50% distribution to a charity) to further the purposes of its organization?. . . . .  Yes  No
- 4. Does the applicant agree to submit an annual report on or before August 1 to the Comptroller stating the income of each slot machine and the disposition of the income from each slot machine? . . . . .  Yes  No
- 5. a. Does the applicant agree to keep an accurate record of the gross proceeds and payoffs of each slot machine?.  Yes  No  
b. Does the applicant agree to make these records available for inspection by the Comptroller? . . . . .  Yes  No  
c. Does the applicant agree to maintain these records for at least 4 years? . . . . .  Yes  No
- 6. Does the applicant agree to place a license (decal) on each slot machine?. . . . .  Yes  No
- 7. Does the applicant agree to take "weekly" readings of each slot machine and have this information available in a log for inspection on request by the Comptroller? . . . . .  Yes  No
- 8. Does the applicant agree to conform to all laws, rules, and regulations of the State of Maryland and any local jurisdiction relating to the slot machine operation granted under this license? . . . . .  Yes  No
- 9. Does the applicant authorize the Comptroller of Maryland and the Comptroller's duly authorized personnel or designee to inspect and search without a warrant any slot machine used under this license at any and all hours consistent with the laws of the State of Maryland? . . . . .  Yes  No
- 10. Has the applicant's principal officer ever been convicted of perjury? . . . . .  Yes  No
- 11. Does the applicant agree to notify the Comptroller within 24 hours prior to any repair to, or installation of, a slot machine? . . . . .  Yes  No
- 12. Does the applicant agree to immediately notify the Comptroller when the principal officer of the organization has changed? . . . . .  Yes  No
- 13. Does the applicant agree to notify the Comptroller prior to the organization's principal meeting hall changing location? . . . . .  Yes  No



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**SECTION 4 - AFFIDAVIT OF ORGANIZATION**

I DECLARE UNDER PENALTIES OF PERJURY THAT THIS APPLICATION HAS BEEN EXAMINED BY ME AND TO THE BEST OF MY KNOWLEDGE AND BELIEF IS TRUE, CORRECT, AND COMPLETE.

\_\_\_\_\_  
Signature of Principal Officer

\_\_\_\_\_  
Type or Print Name of Principal Officer

\_\_\_\_\_  
Date

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**SECTION 5 - THIRD PARTY CHECKS**

**Affidavit**

I do solemnly declare and affirm under the penalties of perjury that the contents below are true and correct to the best of my knowledge, and that I am authorized and empowered to issue a check and make payment for the license/permit fee on behalf of the applicant.

\_\_\_\_\_  
Name of Corporation; Partners of Partnership; or Individual (include Trade Name)

\_\_\_\_\_  
Complete Mailing Address/ Street, P.O. Box

\_\_\_\_\_  
City, State Zip

\_\_\_\_\_  
Signature of Owner, Partner or Corporate Officer

\_\_\_\_\_  
Title

\_\_\_\_\_  
Federal Identification Number and/or Social Security Number

\_\_\_\_\_  
Date

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**SECTION 6 - THIS SECTION MUST BE COMPLETED BY THE OWNER OF THE PREMISES**

Statement of owner of Premises required in connection with Criminal Law Article, 12-304(e) Annotated Code of Maryland (I/we) hereby certify, that (I am/we are) the owner(s) of property known as \_\_\_\_\_ named in this application submitted to the Comptroller; that (I/we) assent to the granting of the license applied for, and that (I/we) hereby authorize the Comptroller, and the Comptroller's duly authorized personnel and designee, full authority to inspect and search, without warrant, at all hours, any place of business in which slot machines are authorized to be kept and operated by a licensee.

**Affidavit**

I do solemnly declare and affirm under the penalties of perjury that the contents of this application are true and correct to the best of my knowledge, information and belief.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date



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## **SECTION 7 - MARYLAND SLOT MACHINE LICENSE REQUIREMENTS**

### **Who may qualify?**

Eligible organizations may apply for a Maryland slot machine license.

An eligible organization is a nonprofit organization that has been located in a county listed below for at least 5 years, and is a bona fide

- (a) fraternal organization;
- (b) religious organization;
- (c) war veterans' organization; or

An eligible organization may also be nonprofit organization that has been affiliated with a national fraternal organization for less than 5 years, and has been located in one of the counties listed below for at least 50 years.

### **What documents are required to verify that the applicant is a nonprofit organization?**

A §501(c) tax-exempt status determination letter from the IRS as a fraternal organization, religious organization, war veterans' organization, or nonprofit organization.

### **In what local jurisdictions may a slot machine license be issued?**

Caroline, Cecil, Dorchester, Kent, Queen Anne's, Somerset, Talbot, Wicomico, and Worcester Counties

### **What is the license year and fee?**

The slot machine license is an annual license issued from July 1 to June 30 of the following year. A renewal application must be submitted each license year with payment of the fee. If a license is not renewed by June 30, the slot machine will be contraband subject to seizure.

**Each** slot machine must obtain a license. The fee is \$50 for each slot machine license.

### **What is the annual report?**

An annual report stating that at least 50% of the net after payout proceeds were distributed to benefit a charity, and the remainder for the organization's purposes must be filed with the Comptroller by August 1 each year.

### **What are the record requirements?**

1. Weekly meter readings must be kept for meters on each slot machine and be made available for inspection by the Comptroller.
2. Records, including invoices for purchases and repairs, must be maintained for 4 years.

### **Is a slot machine license transferable?**

A slot machine license is not transferable, except when one of the following events occurs:

1. act of God;
2. condemnation; or
3. abandonment of the primary business by the owner of a business operating on the premises. A transfer application must be submitted to the Comptroller for each slot machine. A slot machine may be transferred to another premise in the same county. There is no transfer fee.

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## **SECTION 8 - APPLICATION INSTRUCTIONS**

1. Submit a \$50 license fee for each slot machine identified on the application. License fees are not prorated.
2. A renewal license must be issued prior to June 30. A slot machine operated without a license is contraband subject to seizure.
3. Make check payable to the "Comptroller of Maryland."
4. Sign, date, and submit application to:  
COMPTROLLER OF MARYLAND  
REVENUE ADMINISTRATION DIVISION  
LICENSING AND REGISTRATION  
P.O. BOX 2999  
ANNAPOLIS, MD 21404-2999

### **For information about the license application, contact:**

Licensing and Registration Unit  
Phone: 410-260- 7315  
Fax: 410-974-3201  
Email: att@comp.state.md.us

### **For any other information contact:**

Tony Hatcher, Administrator  
Comptroller of Maryland  
Field Enforcement Division  
P.O. Box 2397  
Annapolis, Maryland 21404-2397  
Phone: 410-260-7388  
Fax: 410-974-5564  
Email: ahatcher@comp.state.md.us