

# RENEWAL APPLICATION FOR BINGO LICENSE

KANSAS DEPARTMENT OF REVENUE  
 Customer Relations – Bingo Licensing Segment  
 915 SW Harrison St.  
 Topeka, Kansas 66625-2073  
 In Topeka: (785) 368-8222 / Outside Topeka: 1-877-526-7738

FOR OFFICE USE ONLY	
FEE	<b>\$25.00</b> Statutory Registration Fee
LICENSE NO.	_____
APPR.	/ISSUED

The sections below are preprinted with the current information the Department of Revenue has for your organization. To make corrections cross out the wrong information, and correct it to the right of the incorrect item. See additional instructions enclosed.

- Organization's phone number:
- Organization's Federal Employer Identification Number (EIN):  
(If you do not have an EIN, then write 'None')
- Full address where bingo games are conducted:

Current:	Corrections:

- Are the bingo games conducted on leased premises (N = No; Y = Yes):
- If yes, indicated the premises registration number:
- Days of the week that bingo games are conducted and the starting time of the first call bingo game of each session:

Current:	Corrections:

- Information about the person in charge of your organization's bingo operations:

	Current:	Corrections:
Name		
Title		
Phone Number		
Fax Number		
E-mail Address		
Social Security Number		
Date of Birth		

(Application continues on reverse side)

8. Information about the presiding officer of your organization:

	Current:	Corrections:
Name		
Title		
Phone Number		
Social Security Number		
Date of Birth		

9. Has any officer, director or official of your organization, or any person employed by your organization on the premises where bingo games are conducted been convicted of, pleaded guilty to or pleaded nolo contendere (no contest) to violation of any gambling laws of any state or the United States or violation of any felony of this or any other state, or forfeited bond to appear in court to answer charges for any violation of the gambling laws of any state or the United States?  No  Yes

If yes, list name of each such person and particulars of conviction or bond forfeiture on a separate page and enclose with to this application.

10. Has any person who is or will be participating in the management, conduct or operation of bingo games by this organization been convicted of or pleaded guilty or nolo contendere (no contest) to any felony or illegal gambling activity or purchased a tax stamp for wagering or gambling activity?  No  Yes

If yes, list name of person or persons, home address, date of birth, and particulars of offense or offenses on a separate page and enclose with this application.

**VERIFICATION OF OFFICERS OF ORGANIZATION**

STATE OF KANSAS )  
 ) ss:  
 COUNTY OF \_\_\_\_\_ )

We, the undersigned, of lawful age, being first duly sworn, upon our oaths state:

That we are the presiding officer and secretary, respectively, of the above-named organization making application for a bingo license; that our organization is a bona fide, non-profit organization of a type defined by K.S.A. 79-4701 and is authorized to operate within the State of Kansas; that we have read and know the contents of the foregoing Renewal Application for Bingo License; and that all of the answers and information provided therein are true, correct and complete.

\_\_\_\_\_  
 Signature of Presiding Officer

\_\_\_\_\_  
 Signature of Secretary

\_\_\_\_\_  
 Typed or Printed Name of Presiding Officer

\_\_\_\_\_  
 Typed or Printed Name of Secretary

\_\_\_\_\_  
 Title

\_\_\_\_\_  
 Title

SUBSCRIBED AND SWORN TO before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
 Notary Public

My Appointment Expires:

\_\_\_\_\_

Customer Relations, Bingo Licensee Segment  
Kansas Department of Revenue  
915 SW Harrison St.  
Topeka, KS 66625-0001



Toll Free 1-877-526-7738  
Phone: (785) 368-8222  
Fax: (785) 296-2073  
Hearing Impaired TTY: (785) 296-6461  
<http://www.ink.org/public/kdor>

Division of Taxation

**INSTRUCTIONS FOR RENEWAL OF BINGO LICENSE**

Enclosed is an application to renew your organization's Bingo License for the upcoming license year starting July 1. Your current bingo license expires on June 30 of this year. The application for renewal should be completed and mailed back to us no later than June 1 to assure that we can process it and mail out your new certificate before July 1. It is unlawful to conduct bingo games without a current bingo license on display.

Your renewal application must be accompanied by a check for the license fee of \$25 made payable to the Kansas Department of Revenue. Please do not send cash.

Please be sure that the Verification at the end of the renewal application is fully completed. It requires the signature of the presiding officer of your organization and the secretary, or equivalent. The person in charge of your bingo operations should not sign the Verification unless that person also happens to be the presiding officer of your organization. Be sure to have the Verification properly notarized by a Kansas Notary Public.

If you have questions regarding renewal of your bingo license or you need additional information, please call the Bingo Administrator at 785-296-6127.

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**DISCONTINUATION OF BUSINESS**

To cancel your certificate, sign below and indicate the date the business ceased to operate under this ownership. Mail this entire document to Bingo Licensing Segment, Customer Relations, Kansas Department of Revenue, 915 SW Harrison St, Topeka, KS 66625-0001. If you have any questions please call our office at (785) 368-8222 or toll free outside Topeka at 1-877-526-7738.

Date business ceased to operate under this ownership: \_\_\_\_\_

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

\_\_\_\_\_  
Date