

**Submit the following items as they apply to you:**

- _____ 1. Completed application, signed, dated, and notarized. The application must be filed in original form and all signatures must be original.
- _____ 2. Nonrefundable license fee of \$1,000.
- _____ 3. Copy of the floor plan for the building in which the Bingo is to be located.
- _____ 4. Copy of current equipment rental agreements, including any addendums.
- _____ 5. Signed copy of the lease for the building in which the Bingo is located, including the master lease and addendums if applicable.
- _____ 6. List of employees who will work at the Bingo.
- _____ 7. List of the days and times of play for the Bingo.
- _____ 8. Current copy of the management agreement between the organization and the promoter. The SCDOR does not examine the contents of the contracts provided for statutory accuracy. Violations will be issued if the actions of the Bingo are in violation of the Bingo Tax Act.
- _____ 9. Current copy of the Professional Solicitor's License from South Carolina Secretary of State (SCSOS).
- _____ 10. Current copy of the bond in the name of the promoter including the bond number and bond amount of \$10,000.
- _____ 11. Copy of the Articles of Incorporation (if applying as a corporation).
- _____ 12. Copy of the Articles of Organization and the Operating Agreement (if applying as an LLC).



APPLICATION FOR BINGO PROMOTER'S LICENSE

Mail this application, including a check, to: SCDOR, Bingo Enforcement, Columbia, SC 29214-0945.

Questions? We're here to help. Contact us at 803-898-5393 or bingo@dor.sc.gov.

For more information, visit dor.sc.gov/tax/bingo.

The application must be filed in original form, and all signatures must be original.

Fee Due - \$1,000.00

1. Name of applicant _____

Type of ownership Individual Partnership Corporation LLC

SSN or FEIN _____ Date of birth _____

Street address _____

City _____ State _____ ZIP _____

Mailing address _____

City _____ State _____ ZIP _____

Contact name and title _____

Phone _____ Email _____

2. This license is to promote the Bingo game for the following nonprofit organization:

Name as chartered with the SCSOS _____

Street address _____

City _____ State _____ ZIP _____

Mailing address _____

City _____ State _____ ZIP _____

3. Doing business as (DBA) name _____

Nonprofit organization Bingo license file number _____

Bingo location address (no PO box) _____

City _____ State _____ ZIP _____

Days and times of play:

	Open	Close		Open	Close		Open	Close
Monday			Thursday			Sunday		
Tuesday			Friday					
Wednesday			Saturday					

Attach a current copy of the management agreement between the nonprofit organization and the Bingo promoter. *The SCDOR does not examine the contents of the contracts provided for statutory accuracy. Violations will be issued if the actions of the Bingo are in violation of the Bingo Tax Act.*

4. Are you leasing or renting any furniture, fixtures or equipment to the nonprofit organization? Yes No
 Are you leasing or renting the building used for Bingo to the nonprofit organization? Yes No

Attach a current copy of all lease or rental agreements stating the lease or rental amounts and a copy of the building floor plan.

5. If the answer to question 4 is yes, is the lessor related to the promoter in any way by blood, marriage, or business affiliation? Yes No

6. Are you leasing or renting the building used for Bingo from any individual or organization? Yes No

If so, attach a current copy of all lease or rental agreements stating lease or rental amounts.

Are you a party to any contract involving use of the building other than the operation of Bingo? Yes No

If so, attach a current copy of all lease or rental agreements stating lease or rental amounts.

7. How many Bingo promoter's licenses do you currently hold? (You are not allowed to hold more than five licenses). __

8. Bingo bond value _____ Bond number _____
 Bond company _____

Bingo promoters are required to hold a bond of at least \$10,000.

10. Your books and records are currently in the care of:

Name _____ Phone _____
 Location address _____ City _____ State _____

11. Will your Bingo sell tangible personal property? For example: snacks, bingo dabbers, etc. Yes No

If so, enter your Sales Tax license number _____ in the name of _____

12. Will your organization conduct any other business activities at the Bingo location, other than those referenced in question 11? For example: coin-operated devices. Yes No

If yes, state the nature of the business activities:

Attach any relevant contracts and/or agreements.

13. Provide the following information for each owner, partner or officer of the business. Attach additional sheet if necessary. For more information, see SC Code Section 12-21-4260 at dor.sc.gov/policy.

Name	Position Held	Home Address	Date of Birth	SSN	% Owned

14. Provide the following information for each person who will work at the proposed Bingo games and who will receive compensation for the work. Attach additional sheet if necessary. For more information, see SC Code Section 12-21-4060 at dor.sc.gov/policy.

Name	Home Address	Date of Birth	SSN	Work to be performed

AFFIDAVIT

STATE OF SOUTH CAROLINA

County of _____

I, _____, _____
 (Name) (Title)

of the company or entity _____ do swear that the information contained herein, and on the attached sheets, is to the best of my knowledge and belief, true and correct. I further agree that the game of bingo will be conducted as outlined in South Carolina's Bingo Tax Act, found in SC Code Ann. §12-21-3910 et seq., and to advise the SCDOR, in writing, within 30 days of any changes in the information supplied on this application.

 Signature Date

Sworn to and subscribed before me this _____ day of _____, 20_____.

 Notary Public for S.C. Signature