



New Mexico
Nonprofit
Gaming Operator
Renewal Application

New Mexico Gaming Control Board

4900 Alameda Blvd. NE
Albuquerque, NM 87113
Phone: (505) 841-9700
Fax: (505) 841-9725
WEB: WWW.NMGCB.ORG

Attach all applicable documentation including any updated information that was not included in your original application/last renewal application.

Include the appropriate \$100.00 renewal license fee

Return the renewal form no later than 60 days prior to anniversary date pursuant to 15.1.13.8 (B):

A complete renewal application and payment of all applicable fees for renewal of a license shall be filed with the board not less than sixty (60) days prior to the date the license expires. The renewal application shall be submitted on forms provided by the board. Gaming operator licensees shall submit compulsive gambling plans with the renewal application.

Include a copy of Department of Justice Registration for current calendar year

Include an updated copy of your most current Gaming Organizational Chart

Include a copy of Corporation Registration from PRC (Public Regulation Commission)

Include a copy of your most recent compulsive gambling plans pursuant to 15.1.18.8:

An applicant for a gaming operator's license shall submit a compulsive gambling assistance plan with its application. The plan shall meet or exceed the minimum standards set forth in this rule. The development of such a plan by the applicant, and the approval of the plan by the board, are conditions of issuance of the original gaming operator's license. The maintenance of the plan as approved by the board is a condition of annual renewal of the license.

A copy of your most recent fiscal year Federal Income Tax Return pursuant to 15.1.8.13 (C) and 15.1.8.14 (A).

- If you have not filed your fiscal year return, include a copy of your extension filed with the IRS as well as the effective date and expiration date if not indicated on document.

- If your return is not due, please indicate the due date as well as the probable filing date considering any extensions.

Pursuant to 15.1.13.10 NMAC, the board may, in its discretion, accept and process a renewal application filed after the deadline established in section 15.1.13.8 (B) above. Any such application, however, shall be subject to a **late renewal fee of \$150 plus \$10 per day for each additional day the renewal application is late.**



New Mexico Gaming Control Board

NONPROFIT GAMING OPERATOR RENEWAL APPLICATION

MUST BE SUBMITTED 60 DAYS PRIOR TO EXPIRATION DATE

PURSUANT TO 15.1.13.10 NMAC, THE APPLICANT SHALL BE SUBJECT TO A LATE RENEWAL FEE OF \$150 PLUS \$10 PER DAY FOR EACH ADDITIONAL DAY THE RENEWAL APPLICATION IS LATE.

| | | | |
|-----------------|--------------|------------------------|-----|
| Licensee's Name | | Current License Number | |
| Address | City | State | Zip |
| Business Phone | Business Fax | Email Address | |

Please respond to all of the questions by checking the appropriate box. The Board reserves the right to require additional information in connection with this renewal application.

NOTE: YOU MUST COMPLETE THE THREE AUTHORIZATION FORMS.

1. Since licensure or last renewal, has your organization had any changes in officers or key executives? YES NO
 If YES, attach a current organizational list indicating which officers have gaming responsibility. You must submit a nonprofit Key Person Application for each of these individuals.

Note: Key executives of a nonprofit organization must be certified. Key executives are those officers, employees, volunteers, or other persons who are designated by the nonprofit organization as key executives involved in gaming. Typically, this includes chief officers, anyone with check-writing responsibilities, and the gaming committee. Key persons are required to submit application within 30 days of taking office or beginning employment.

2. Since licensure or last renewal, has your organization or any key executive been served with a criminal summons, arrested, charged, or convicted of any misdemeanor or felony offense? If YES, attach explanation and all official court documentation. YES NO

Note: All key persons must inform the Board of any such events immediately.

3. Since licensure or last renewal, has the organization been involved in any civil litigation (including bankruptcies), government administrative actions (including tax related matters, liens, or investigations by any regulatory body including the Alcohol and Gaming Division), or been delinquent in the filing of any tax return or the payment of any taxes, interest, or penalty due to any taxing agency? If YES, attach explanation and all official court documentation. YES NO

4. Since licensure or last renewal, has the organization entered into any leases, loans, deferred payment agreements, any other financing that affects gaming operations, or received gifts or donations in excess of \$100? If YES, attach a listing showing the amount and source of the financing, gifts or donations and attach all applicable contracts, of any lease agreements, loans, deferred payment agreements, financing documents, or other documentation. YES NO

| FOR AGENCY USE ONLY | | | |
|--|--|--|-----------------------------|
| NP Gaming Renewal License Fee.....\$100.00 | <input type="checkbox"/> Money Order # _____ | <input type="checkbox"/> Check # _____ | Application Control # _____ |
| | | Entity Control # _____ | |



CONTINUED....

Please respond to all of the questions by checking the appropriate box. The Board reserves the right to require additional information in connection with this renewal application.

NOTE: YOU MUST COMPLETE THE THREE AUTHORIZATION FORMS.

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|---|------------------------------|-----------------------------|
| 5. Since licensure or last renewal, has your organization maintained good standing with the New Mexico Public Regulations Commission? If YES, attach Certificate of Good Standing issued by the PRC. If NO, explain. | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 6. Since licensure or last renewal, has your organization maintained good standing with your parent organization? If NO, explain. | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 7. Since licensure or last renewal, has your organization amended its bylaws or Articles of Incorporation? If YES, attach current Bylaws and/or Articles of Incorporation. | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 8. Since licensure or last renewal, has your organization experienced any adverse events that effect financial position? If YES, attach any applicable documentation which will explain the effect on financial position. | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 9. Are any disciplinary or enforcement actions pending against your organization or key persons in any jurisdiction? If YES, attach an explanation. | <input type="checkbox"/> YES | <input type="checkbox"/> NO |



CERTIFICATION

I, Applicant's Printed Name, acknowledge, understand and agree that by applying for and accepting any license, certification, registration, renewal, finding of suitability, or other approval (each a "License") from the New Mexico Gaming Control Board ("Board"), I am certifying to the Board that:

1. I have read the Gaming Control Act, Sections 60-2E-1 through 60-2E-61 NMSA 1978 ("Act") and administrative rules, plans and policies adopted or approved by the Board (collectively "Rules"), and I understand the requirements of the Act and Rules.
2. I have read the minimum internal controls established or approved by the Board for use by the gaming operator licensee ("Licensee") for which I am a key person, and I understand the requirements of the minimum internal controls, OR, I certify that the minimum internal control requirements do not apply to my job duties.
3. I have read the compulsive gambling assistance plan required by the Act and Board rules and approved by the Board for use by the Licensee, and I understand the requirements of the compulsive gambling assistance plan, OR, I certify that the compulsive gambling assistance plan requirements do not apply to my job duties.
4. I understand and agree that, as a key person, I am responsible for the Licensee's compliance with the Act and Rules including, where applicable to my job duties, the minimum internal controls and compulsive gambling assistance plan.
5. I am signing this Certification with the knowledge that the Licensee and I will be subject to disciplinary action, including fines and/or revocation or suspension of the License, for failure to comply with the Act or Board rules including, where applicable to my job duties, requirements of the minimum internal controls and compulsive gambling assistance plan.

Printed Full Legal Name (Last, First, Middle) _____

Signature of Applicant _____ Date: _____

(Must be notarized by notary public)

State of _____)

)

County of _____)

Subscribed and sworn to before me by _____ this _____ day of _____, _____

My commission expires: _____ Signed: _____

Notary Public

[SEAL]



AFFIRMATION

I affirm that the answers contained herein are true and complete. If this application or attachments contain false information, I understand that I may be subject to penalties as stated in the Gaming Control Act, including criminal charges and revocation of licenses granted, and that I may be charged with perjury or other crimes for intentional emissions and misrepresentations pursuant to New Mexico law.

Printed Full Legal Name (Last, First, Middle) _____

Signature of Applicant _____ Date: _____

(Must be notarized by notary public)

State of _____)

County of _____)

Subscribed and sworn to before me by _____ this _____ day of _____, _____

My commission expires: _____ Signed: _____

Notary Public

[SEAL]

APPLICANT'S INVESTIGATION AUTHORIZATION AND REQUEST TO RELEASE INFORMATION

1. I/We, Applicant's Printed Name, hereby authorize the New Mexico Gaming Control Board or its designee ("collectively, "Board") to conduct a complete investigation into my/our personal background, using whatever legal means they deem appropriate. I/We hereby waive any rights of confidentiality in this regard.
2. I/We hereby authorize and request a review, full disclosure, and release of any and all information, materials, and documents concerning me/us requested by the New Mexico Gaming Control Board ("Board"), its agents, or employees, whether the information, materials, and documents are of a public, private, or confidential nature and whether the information, materials, and documents would otherwise be protected from disclosure by any constitutional, statutory or common law privilege.
3. I/We understand that by signing this request, a financial records check will be conducted. I/We authorize any financial institution, financial services company and/or credit reporting agency to release to the Board, its agents, or employees, a complete and accurate record of my/our financial transactions, including but not limited to internal banking memoranda, past and present loan applications, checking account records, savings deposit records, safe deposit box records, securities transactions, credit reports and any other documents relating to my/our personal or business financial records in whatever form and wherever located.
4. I understand that by signing this authorization, a criminal history check will be performed. I authorize the Board to obtain, maintain, and use from any source, any information concerning me contained in any type of criminal history record files, wherever located. I understand that the criminal history record files contain records of arrests that may have resulted in a disposition other than a finding of guilt (i.e., dismissed charges, or charges that resulted in a not guilty finding.) I understand that the information may contain listings of charges that resulted in suspended imposition of sentence, even though I successfully completed the conditions of said sentence and was discharged pursuant to law. I authorize the release of this type of information, even though this record may be designated as "confidential" or "nonpublic" under the provisions of state or federal law.
5. I/We authorize the Board, its agents, or employees to determine the persons or entities to whom this Request is to be presented.
6. I/We understand that the Board, its agents, or employees will conduct a complete and comprehensive investigation to determine the validity of all information gathered. The Board, the State of New Mexico, and the agents and employees of either, will not be held liable for inaccurate information.
7. If this Request is not sufficient to obtain access to certain records, I/we understand that I/we may be asked to sign another appropriate authorization or release and that any failure to do so may be taken into consideration by the Board, its agents, or employees in reviewing my/our application.
8. I/We understand that I/we may revoke this Request in writing at any time and that the Board, its agents, or employees may take the revocation into consideration in reviewing my/our application.
9. This Request is valid for a period not to exceed 18 months from the date of execution.
10. I/We, consent to the disclosure of information compiled by the Board in connection with my application to any law enforcement or any regulatory agency of this or any other state, the government of the United States, any foreign country, or any Indian Tribe. I/We understand any information could include any information contained within the application, within financial or personnel records, any information found or obtained from any source, and any information maintained by the Board.

APPLICANT'S INVESTIGATION AUTHORIZATION AND REQUEST TO RELEASE INFORMATION (continued)

11. I/We hereby release, waive, discharge, and agree to hold harmless, and otherwise waive liability as to the State of New Mexico, the Board, and other agents or employees of the State of New Mexico for any damages resulting from any collection, use, disclosure, or publication in any manner, other than a willfully unlawful disclosure or publication, of any material or information acquired during inquiries, investigations, or hearings, and hereby authorize the lawful use, disclosure, or publication of this material or information.

12. I/We do, for myself/ourselves, my/our heirs, executors, administrators, successors, and assigns, hereby release the providers of the information collected pursuant to this Request, and their agents and employees, from any and all liability arising out of or by reason of complying with this Request.

13. A photocopy of this Request will be considered as valid and effective as the original.

Printed Full Legal Name (Last, First, Middle) _____

Signature of Applicant _____ Date: _____

(Must be notarized by notary public)

State of _____)

County of _____)

Subscribed and sworn to before me by _____ this _____ day of _____, _____

My commission expires: _____ Signed: _____

Notary Public

[SEAL]

COMPULSIVE GAMBLING -AND- AUTHORIZATION TO RELEASE INFORMATION

I, *Authorized Agents's Name* , *Agents's Title* of *Name of Licensee* hereby authorize the New Mexico Gaming Control Board or its designee (collectively, "Board") to release information related to Licensee's compulsive gambling plan and other related compulsive gambling activity to the New Mexico Department of Health (DOH) and New Mexico Human Services Department (HSD) or their designee. I hereby waive any rights of confidentiality to information in this regard. I understand that the DOH and HSD will review this information for purposes of assessing the adequacy of the licensee's compulsive gambling plan and the efficacy of compulsive gambling activities required as part of the plan.

I, on behalf of the licensee, its legal representatives and assigns, hereby release, waive, discharge and agree to hold harmless, and otherwise waive liability, if any, as to the state of New Mexico, the Board, DOH and HSD and any other agents or employees of any of these entities for any damages resulting from any use, disclosure, or publication in any manner, other than a willfully unlawful disclosure or publication, of any material or information acquired and hereby authorize the lawful use, disclosure or publication of this material or information.

Name of Licensee: _____

Signature of Authorized Agent: _____ Date: _____

Printed Name: _____

Title: _____

State of _____)

County of _____)

Subscribed and sworn to before me by _____ and _____

this _____ day of _____, _____ .

My commission expires: _____ Signed: _____

[SEAL]

Notary Public



VARIANCES

ATTACH ALL CURRENT
VARIANCES THAT LICENSEE
WISHES TO CONTINUE.
ACCEPTABLE PROOF OF
VARIANCE IS A COPY OF THE
ORIGINAL D&O ISSUED UPON
APPROVAL OF VARIANCE BY
THE NMGCB

**IMPORTANT:
FAILURE TO ATTACH VARIANCE WILL
RESULT IN THE VARIANCE BEING
CANCELLED**

Initials:_____ **Date:**_____

CLUB OFFICERS

ATTACH HERE A LIST
OF ALL CURRENT
CLUB OFFICERS THAT
ARE NOT LICENSED
BY THE NMGCB.
INCLUDE FULL NAME
ADDRESS AND
BIRTHDATE.

**IMPORTANT: FAILURE TO
ATTACH LIST MAY
RESULT IN THE LICENSE
BEING DENIED**

Initials: _____ Date: _____

CLUB ROSTER

**ATTACH HERE A LIST
OF ALL CURRENT
CLUB MEMBERS.**

**IMPORTANT: FAILURE TO ATTACH
LIST MAY RESULT IN THE LICENSE
BEING DENIED**

Initials: _____ Date: _____