



**DIVISION OF PLANNING AND PERMITTING  
FREDERICK COUNTY, MARYLAND**

*Department of Permits and Inspections*

30 North Market Street • Frederick, Maryland 21701  
Phone (301) 600-2313 • Fax (301) 600-2309

**OFFICE USE ONLY:** \_\_\_\_\_  
(2019 PERMIT NUMBER ASSIGNED)

**2019 GAMING PERMIT APPLICATION**

**All 2018 Gaming Permits expire on December 31, 2018 (or before, according to expiration date of permit). No Gaming Permit can be used for more than the year of issue. A separate application form is required for each category of Gaming Permit. Please note that incomplete forms will be returned!**

ORGANIZATION INFORMATION

Name \_\_\_\_\_  
Street Address \_\_\_\_\_  
P.O. Box # \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
Phone Number \_\_\_\_\_  
Fax Number \_\_\_\_\_  
Email Address \_\_\_\_\_

BAR OR TAVERN INFORMATION (if applicable)

Company Name \_\_\_\_\_  
Street Address \_\_\_\_\_  
P.O. Box # \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
Phone Number \_\_\_\_\_  
Food Licensed # \_\_\_\_\_ Liquor License # \_\_\_\_\_  
Email Address \_\_\_\_\_

ORG REPRESENTATIVE INDIVIDUAL INFORMATION\*

Name \_\_\_\_\_  
Street Address \_\_\_\_\_  
P.O. Box \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
Phone Number \_\_\_\_\_  
Cell Number \_\_\_\_\_  
Email Address \_\_\_\_\_

BAR OR TAVERN REPRESENTATIVE INDIVIDUAL INFORMATION\*

Name \_\_\_\_\_  
Street Address \_\_\_\_\_  
P. O Box \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
Phone Number \_\_\_\_\_  
Cell Number \_\_\_\_\_  
Email Address \_\_\_\_\_

*\*Each designated responsible person for this gaming permit must sign an affidavit (see reverse side of this renewal form). **Each responsible person will need to supply a copy of his or her driver's license.** If more than one person is responsible, then an affidavit and copy of driver's license is required for each person. You may copy the reverse side of this form for those additional persons.*

**CHECK ONLY ONE CATEGORY PER APPLICATION FORM:**

<b>Tip Jar/Punchboard:</b> _____ \$ 195.00 (on premise)	<b>Raffle:</b> _____ \$ 59.00
_____ \$ 884.00 (off-premise yearly)	
_____ \$ 131.00 Carnival	<b>Gaming:</b> _____ \$ 59.00
_____ \$ 220.00 *(3-month off-premise)	<b>Bingo:</b> _____ \$ 59.00
* <b>List which 3 months</b> _____	
_____ \$ 88.00 *(single occurrence)	<b>Fire Dept:</b> _____ \$ 118.00
* <b>Date of single occurrence</b> _____	

Current (or most recent) Gaming Permit # \_\_\_\_\_ Please make checks payable to: "Frederick County".

**IMPORTANT: THE SECOND PAGE OF THIS APPLICATION FORM MUST BE COMPLETED (AFFIDAVIT)!** The processing time averages 15-20 working days due to the heavy volume of incoming applications, so please plan accordingly. To ensure that you receive your 2019 permit by January 1<sup>st</sup>, application must be received in the Permits office no later than December 15<sup>th</sup>. Your organization may not conduct gaming after December 31, 2018 if your 2018 permit expires and the 2019 permit has not been approved! No gaming permit will be approved if there are outstanding gaming violations.

**OFFICE USE ONLY**

DATE RECEIVED: \_\_\_\_\_

**REQUIRED AFFIDAVIT**

The affidavit(s) below must be signed by all parties who are directly responsible for this gaming permit. If this is for an off-premise tip jar permit, both the organization *and* operator affidavits are required.  
**A copy of each responsible person's driver's license must be attached, regardless if one was submitted for a previous year.**

NOTE: Only the individual(s) directly responsible for the gaming permit who have signed the required affidavit are allowed to sign gaming reports required by Frederick County.

**AFFIDAVIT TO BE SIGNED BY THE ORGANIZATION REPRESENTATIVE(S):**

By signing below, I, \_\_\_\_\_, solemnly affirm under the penalties of perjury, that I have never been convicted of a felony, nor have I been convicted within the past five (5) years of a misdemeanor related in any way to gaming or gambling. I understand that this information may be verified by a representative of the Frederick County Sheriffs' Office and do give my permission for this verification. I also understand that I will be taking responsibility for complying with the provisions of the Gaming Ordinance. This may include, but is not limited to, monthly tip jar/punchboard reports, and/or annual raffle reports.

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
Home address

\_\_\_\_\_  
Town/State/Zip Code

\_\_\_\_\_  
Home Phone #

\_\_\_\_\_  
**Printed Name**

**NOTARY SEAL**

**By:** \_\_\_\_\_  
Notary Public

**My Commission Expires** \_\_\_\_\_

\*\*\*\*\*

**FOR OFF-PREMISE TIP JAR/PUNCHBOARD PERMITS: The Operator must sign this affidavit:**

By signing below, I, \_\_\_\_\_, solemnly affirm under the penalties of perjury, that I have never been convicted of a felony, nor have I been convicted within the past five (5) years of a misdemeanor related in any way to gaming or gambling. I understand that this information may be verified by a representative of the Frederick County Sheriffs' Office and do give my permission for this verification. I also understand that I will be taking responsibility for complying with the provisions of the Gaming Ordinance. This may include, but is not limited to, monthly tip jar/punchboard reports, and/or annual raffle reports.

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
Home address

\_\_\_\_\_  
Town/State/Zip Code

\_\_\_\_\_  
Home Phone#

\_\_\_\_\_  
**Printed Name**

**NOTARY SEAL**

**By:** \_\_\_\_\_  
Notary Public

**My Commission Expires** \_\_\_\_\_