



## CHARITY FUNDRAISING EVENT APPLICATION

This form is for licensed charitable organizations to apply to conduct a charity fundraising event or a special limited charity fundraising event.

A **charity fundraising event** is “an activity of limited duration at which games of chance approved by the department are conducted, including bingo, raffles, charity game tickets, special limited charitable games, and wagering on prerecorded horse races, KRS Chapter 230 notwithstanding.” A charity fundraising event must “attract patrons for community, social, and entertainment purposes apart from charitable gaming.” Examples of such events include “fairs, festivals, carnivals, licensed charitable gaming organization conventions, bazaars, and banquets.” KRS 238.505(8).

A “**special limited charity fundraising event**” is “any type of charity fundraising event, commonly known as and operated as a “casino night,” “Las Vegas night,” or “Monte Carlo night,” at which the predominant number or types of games offered for play are special limited charitable games[.]” KRS 238.505(18). “**Special limited charitable game**” means “roulette; blackjack; poker; keno; money wheel; baccarat; pusher-type games; any dice game where the player competes against the house; and any other game of chance as identified, defined, and approved by administrative regulation of the department[.]” KRS 238.505(17).

If your organization is planning to host more than one charity fundraising event, please attach a **separate application for each charity fundraising event** and ensure that each application is submitted at least **30 days prior to the event**.

### CHARITABLE ORGANIZATION INFORMATION

1. Name of Charitable Organization: \_\_\_\_\_
2. License Number: ORG License Expiration Date: \_\_\_\_\_

### EVENT INFORMATION

3. Is your organization applying to conduct a charity fundraising event or a special limited charity fundraising event?  
 Charity Fundraising Event  Special Limited Charity Fundraising Event
4. Date(s) and Time(s) of Event:

*Notice: A charity fundraising event may not exceed 72 hours in duration unless it is being held at a city, state, or county fair. A special limited charity fundraising event may not exceed six hours in duration and must occur between 12:00 PM and 1:00 AM.*

	Date	Start Time	End Time
Day 1	/ / 20__	<input type="checkbox"/> AM <input type="checkbox"/> PM	<input type="checkbox"/> AM <input type="checkbox"/> PM
Day 2	/ / 20__	<input type="checkbox"/> AM <input type="checkbox"/> PM	<input type="checkbox"/> AM <input type="checkbox"/> PM
Day 3	/ / 20__	<input type="checkbox"/> AM <input type="checkbox"/> PM	<input type="checkbox"/> AM <input type="checkbox"/> PM

5. Location of charity fundraising event or special limited charity fundraising event:

Name of Building: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_ County: \_\_\_\_\_

*Notice: If the charity fundraising event will be held at a location other than the organization's premises, a copy of a signed lease agreement or statement of other understanding between the organization and the owner of the premises for this event must be submitted with this application.*

6. What is the official name of this event, as it will be advertised to the public? \_\_\_\_\_

\_\_\_\_\_

7. Describe all activities that will be conducted at this event that do not involve charitable gaming (e.g., carnival rides, fish fries, motivational speakers, craft booths, golf tournaments, 5k races, etc.): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

8. List the approximate number of tables or booths for each of the following games that will be conducted at your organization's charity fundraising event:

Games	#	Special Limited Games	#
Bingo (only count as 1)		Baccarat	
Card-Minding Devices (only count as 1)		Blackjack	
Electronic Pulltabs (only count as 1)		Dice Games	
Prerecorded Horse Racing		Horse Race by Roll of Dice	
Pulltabs (only count as 1)		Keno	
Raffles		Money Wheels with Cash Prizes	
Other (see Question 9 below)		Poker	
		Pusher-type games	
		Roulette	
		Other (see Question 9 below)	

9. If your organization plans to conduct charitable gaming activities other than those listed above, provide a brief description of these games with an explanation of how prizes will be awarded (attach a separate sheet if needed): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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\_\_\_\_\_

## DISTRIBUTOR INFORMATION

9. List the licensed distributors from which your organization will purchase charitable gaming supplies and equipment. (Note: Kentucky law requires licensed charitable gaming organizations to purchase charitable gaming supplies and equipment only from a licensed distributor. KRS 238.530).

- |     |                  |                                     |
|-----|------------------|-------------------------------------|
| (a) | _____            | DIS000_____                         |
|     | Distributor Name | Kentucky Distributor License Number |
| (b) | _____            | DIS000_____                         |
|     | Distributor Name | Kentucky Distributor License Number |

## CERTIFICATION

*This section must be completed and signed by an officer of the organization:*

I certify, under penalty of perjury, that I am an officer authorized by the applicant to make application for licensure and that I have examined this application for licensure, including any accompanying material, and all information submitted is, to the best of my knowledge and belief, true and correct. I further certify that the applicant agrees to comply with all applicable laws and administrative regulations regarding charitable gaming in the Commonwealth of Kentucky.

Signature: \_\_\_\_\_

Printed name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Instructions:** Submit the completed original application (including all required attachments) along with the \$25.00 fee made payable to "Kentucky State Treasurer" to:

**Commonwealth of Kentucky  
Public Protection Cabinet  
Department of Charitable Gaming  
Division of Licensing & Compliance  
500 Mero Street 2NW24  
Frankfort, KY 40601  
Email: [dcg.info@ky.gov](mailto:dcg.info@ky.gov)  
Fax: (502) 573-6625**

If you have questions or need assistance completing this application, please call the Licensing Branch at (502) 573-5528 or toll-free in Kentucky, (800) 729-5672. Visit the Department's website at: [dcg.ky.gov](http://dcg.ky.gov)

**Applicant Checklist:** Before submitting the application, make sure you have:

- Answered all questions;
- Enclosed payment of the \$25 application fee;
- Enclosed a copy of proof of the organization's tax exempt status, if applicable; and
- Enclosed all other necessary attachments, if applicable.

**Notice:** Kentucky law requires licensees to notify the Department of Charitable Gaming in writing of any changes related to the information provided on this application within 30 days of the date the change occurred. KRS 238.525(6).