

## STATE GAMING CONTROL BOARD

### INSTRUCTIONS TO APPLICANTS REQUESTING APPROVAL FOR A RACE BOOK, SPORTS POOL, PARI-MUTUEL RACE/SPORTS, OR A SPORTS PARLAY CARD OPERATION

THE FOLLOWING FORMS AND ITEMS MUST BE SUBMITTED TO THE STATE GAMING CONTROL BOARD WHEN APPLYING FOR A RACE BOOK, SPORTS POOL, PARI-MUTUEL RACE/SPORTS, OR A SPORTS PARLAY CARD OPERATION:

#### **TO THE INVESTIGATIONS DIVISION**

1. A letter or petition, requesting approval for a race book, sports, pari-mutuel race/sports, or a sports parlay card operation.
2. A check or money order in the amount of \$500 to cover the application fee. Checks are to be made payable to the State Gaming Control Board.
3. Copies of the following:
  - (a) Organizational chart
  - (b) Equipment contract
  - (c) Sports information service contract
  - (d) Disseminator contract
4. Original sports betting tickets, race betting tickets, and parlay cards for each location, or in the case of satellite books which are being operated under the control of a central location, copies of the betting tickets or parlay cards listing the names of all locations.
5. If operating as other than a satellite race or sports book, submit a listing of the race and sports book supervisory personnel meeting the requirements of Regulation 22.035(1), including information outlined in Regulation 22.035(1)(a-g) for each employee.
6. The completed attached questionnaire.

#### **TO THE AUDIT DIVISION**

7. A written system of internal control accompanied by the attestation letters pursuant to Regulation 6.090.
8. An associated equipment reporting form.
9. An executed reserve agreement pursuant to Regulation 22.040.
10. A letter regarding the acceptance of cash wagers only vs. cash/noncash wagers as required by Regulation 22.060.

#### **TO THE ENFORCEMENT DIVISION**

11. If accepting wagering communications pursuant to Regulation 22.130 and 22.140, a full explanation of the communications technology to be utilized, a detailed description of the proposed system, including the exact location for each communications device and number or other identifier.
12. The house rules required by Regulation 22.150, including all elements required by the Regulations (race, sports, pari-mutuel race/sports, parlay cards).
13. The proposed surveillance system pursuant to Regulation 5.160(9).