



Nevada Gaming Control Board
Investigations Division
Attention: Applicant Services
1919 College Parkway
Carson City, NV 89706
(775) 684-7840

RESTRICTED LICENSE INSTRUCTIONS

Business Name: _____

Individual Name: _____

Complete and return this checklist with your application. All applications must be arranged in the order listed below. A complete application will consist of the applicable documents/items listed below and any additional documents/items as may be necessary and/or required by NGC Regulations. All forms can be found on our website at gaming.nv.gov:

The following forms and items must be submitted to the Nevada Gaming Control Board.

- This checklist, completed and signed.
- [Form 1](#) Application for a Nevada Gaming License: to be submitted by individual applicants, officers, directors, members, shareholders, etc.
- [Form 2](#) Application for Approval by Corporation/Partnership/LLC.
- [Form 4](#) Personal History Record: to be filed by each individual required to be licensed or found suitable.
- [Form 5](#) Personal Financial Questionnaire: to be filed by each individual required to be licensed or found suitable.
- [Form 10](#) Affidavit of Full Disclosure: to be filed by each individual required to be licensed or found suitable.
- [Form 11](#) Irrevocable Appointment: to be filed by each individual required to be registered.
- [Form 15](#) Landlord/Location Information Sheet:
 - Addendum to Application for Restricted Gaming License (page 6): to be filed if the applicant is not the owner of the premises.
 - If the location is within 1,500 feet of a school or church provide an area diagram showing the location's relationship to the school or church.
- [Form 17](#) Release and Indemnity of All Claims: to be filed by each individual and entity required to be licensed or found suitable.
- [Form 18](#) Request to Release Information: to be filed by each individual required to be licensed or found suitable. If the applicant is married, the applicant's spouse must also sign this form.
- [Form 20](#) Source and Application of Funds: must be submitted for a new business or a business that has been opened or acquired within the last 12 months.
- [Form 27](#) NGC Regulation 3.015(2) – ADDITIONAL INFORMATION REQUIRED.

- [Form 28](#) Fingerprint Receipt: Complete Form 28 and go to any [certified fingerprinting facility](#) in Nevada to have your fingerprints electronically taken. Ensure the printing facility signs and dates the form. In the event electronic fingerprinting is not available or if taken outside of Nevada, three completed fingerprint cards (FD-258) for each individual applicant must be submitted. Ensure the printing facility signs and dates cards. Due to the FBI's chain of custody requirements, the completed fingerprint cards must be mailed by the certified printing facility directly to the Nevada Gaming Control Board, Attn: Applicant Services, 1919 College Parkway, Carson City, NV 89706.
- [Form 28A](#) Fingerprint Civil Applicant Waiver: to be filed by each individual required to be licensed or found suitable.
- A copy of a deed, lease, sublease, or other document evidencing the right of the applicant to the premises for which licensing is sought.
- Certificate of Business Fictitious Firm Name.
- If the applicant is a corporation, limited liability company, or partnership, one copy of each of the following must be submitted where applicable:
 - Articles of Incorporation (Gaming language required)
 - Articles of Organization (Gaming language required)
 - Joint Venture Agreement
 - Partnership Agreement (Gaming language required)
 - Trust Agreement (Gaming language required)
 - Provide copies of both sides of all issued stock certificates which contain the gaming language required by [NRS 463.510](#) and [NGC Regulation 15.510.4-1](#).
- Prior to placing gaming devices into operation, Annual State License Fees and Quarterly State License Fees (Forms [NGC-04](#) and [NGC-14](#)) must be paid. Contact the Tax & License Division for an explanation of fees or go to the Nevada Gaming Control Board web site.
- The application fee and investigation fee for **each** person, corporation, partnership, or other entity is \$1,050 (\$500 application fee plus \$550 investigation fee). Hourly charges may also apply. Provide payment by a check, money order or ACH/Wire. Checks are to be made payable to the Nevada Gaming Control Board. Cash is not accepted.
- Costs of investigation will be charged as provided by statute and regulation. The total cost of the investigation is to be borne by the applicant. This cost includes all transportation, food and lodging; plus an hourly charge for the time expended by the agent or agents assigned to the application. Before the investigation can begin the applicant must provide a deposit in an amount equal to the total estimated expenses, including the hourly charges. Hourly expenses will be charged for travel time and for the time expended while agents are engaged in the investigation process.

Each applicant needs to complete and sign a checklist attesting the information being provided to the Board is accurate and complete, agrees to cooperate with all requests, inquiries, or investigations of the Board and Commission. An applicant for a state gaming license is seeking the granting of a privilege, and the burden of proving his/her qualifications to receive such a license is at all times on the applicant. An applicant must accept any risk of adverse public notice, embarrassment, criticism, or other action, or financial loss which may result from action with respect to an application, and expressly waives any claim for damages as a result thereof.

Name _____ Date _____