



**TOWNSHIP OF CLARK**

**PACKET CONSISTS OF THE FOLLOWING**

APPLICATION FOR RAFFLE AND/OR BINGO, ONE (1) COPY ATTACHED, SUBMIT FOUR COPIES WHICH MUST BE ORIGINALLY SIGNED AND NOTARIZED. **PLEASE MAKE SURE THAT ALL SIGNATURES ARE SIGNED IN BLUE INK.**

RAFFLE TICKET FACSIMILE FORM (complete only if tickets are printed) 4 COPIES

INSTRUCTION SHEET FROM THE LEGALIZED GAMES OF CHANCE.

REPORTS OF OPERATION (sent directly by Organization to Legalized Games of Chance).

IF THERE ARE ANY CHANGES IN YOUR APPROVED BINGO OR RAFFLE APPLICATION, YOU MUST COMPLETE AN AMENDED APPLICATION (4 originals). ATTACH TICKETS TO EACH AMENDED APPLICATION AND INCLUDE ANY ADDITIONAL FEES.

**SUBMIT APPLICATIONS TO CLERK'S OFFICE AS FOLLOWS:**

1. COMPLETE FOUR (4) COPIES OF THE RAFFLE, BINGO OR AMENDED APPLICATIONS.
2. ATTACH RAFFLE TICKET OR FACSIMILE TO ALL FOUR (4) APPLICATIONS OR AMENDED APPLICATIONS.
3. ALL FOUR (4) OF THE RAFFLE OR BINGO APPLICATIONS MUST HAVE ORIGINAL SIGNATURES IN BLUE INK AND NOTARY SEAL.
4. ALL FOUR (4) AMENDED APPLICATIONS MUST HAVE ORIGINAL SIGNATURES IN BLUE INK AND NOTARY SEAL.
- 5. ORIGINAL REGISTRATION CERTIFICATE (ID #) FROM LEGALIZED GAMES MUST BE SHOWN EACH TIME YOU DROP OFF A RAFFLE OR BINGO LICENSE APPLICATION.**
6. ADDITIONAL MONEY WILL BE REQUIRED IF YOUR ORGANIZATION HAS AN ON-PREMISE OR AN OFF-PREMISE CASH 50/50 EXCEEDING \$1,000.00. THE FEES THAT WERE SUBMITTED WITH THE APPLICATION ARE FILING FEES. YOU MUST SUBMIT AN ADDITIONAL \$20.00 PER \$1,000.00 TO BOTH THE TOWNSHIP AND STATE.  
(See Attached Fee Schedule)

YOU MUST SEND ALL BINGO OR RAFFLE REPORTS OF OPERATION TO:

NJ DEPARTMENT OF LAW AND PUBLIC SAFETY  
DIVISION OF CONSUMER AFFAIRS  
LEGALIZED GAMES OF CHANCE CONTROL COMMISSION  
PO BOX 46000  
NEWARK, NEW JERSEY 07101 TELEPHONE (973) 273-8000

YOU DO NOT HAVE TO SEND THE ORIGINAL REPORT OF OPERATION TO THE TOWNSHIP. THE TOWNSHIP DOES NOT FORWARD A COPY TO THE STATE ANY LONGER.

**PLEASE NOTE: Effective January 10, 2007, Ordinance 06-21, pursuant to N.J.A.C. 13:47-1.1 the Township Clerk shall perform the duties of the issuing authority for the approval of the granting of raffle and bingo licenses. There is a waiting period of 15 business days for license to be approved by Legalized Games of Chance Control Commission.**

**LEGALIZED GAMES OF CHANCE  
CONTROL COMMISSION**

**BINGO:**

\$20.00 FOR EACH OCCASION

**RAFFLES:**

1. **ON PREMISE DRAW RAFFLES:** AWARDING CASH OR MERCHANDISE AS A PRIZE; \$20.00 FOR EACH DAY ON WHICH A DRAWING IS HELD.
2. **OFF PREMISE DRAW RAFFLES:** AWARDING MERCHANDISE AS A PRIZE; \$20.00 PER \$1,000.00 OR PART THEREOF OF THE RETAIL VALUE OF THE AWARDED PRIZE(S).
3. **NON-DRAW RAFFLES:** CARNIVAL WHEELS AND GAMES; \$20.00 FOR EACH WHEEL OR GAME CONDUCTED ON ANY DAY OF SERIES OF SIX CONSECUTIVE DAYS IN ONE WEEK.
4. **OFF-PREMISES DRAW RAFFLES:** AWARDING CASH AS A PRIZE (50/50); \$20.00 PER \$1,000.00 OR PART THEREOF OF THE RETAIL VALUE OF THE AWARDED PRIZE(S).

Fees for bingo licenses and raffle licenses in categories 1, 2, and 3 above are **due in full at the time the application is filed** with the municipality. For raffle license in category 4, **a \$20.00 fee is due at the time the application is filed** and, if the awarded prize(s) exceeds \$1,000.00 an **additional fee of \$20.00 per \$1,000.00 or part thereof awarded as a prize is due upon filing of the Report of Operation.** (See N.J.A.C. 13:47-9.1)  
Revised January 17, 1995 for filing.

**STATE FEE:**

**CHECKS MUST BE MADE PAYABLE TO  
LEGALIZED GAMES OF CHANCE CONTROL COMMISSION**

**TOWNSHIP FEE:**

**CHECKS MADE PAYBLE TO  
TOWNSHIP OF CLARK**

## FEE SCHEDULE

	<b>Payment to Township of Clark</b>	<b>Payment to Legalized Games of Chance</b>
<b>0 - \$1,000.00</b>	<b>\$20.00</b>	<b>\$20.00</b>
<b>\$1,000.01 - \$2,000.00</b>	<b>\$40.00</b>	<b>\$40.00</b>
<b>\$2,000.01 - \$3,000.00</b>	<b>\$60.00</b>	<b>\$60.00</b>
<b>\$3,000.01 - \$4,000.00</b>	<b>\$80.00</b>	<b>\$80.00</b>

**AND ETC.**

**On Premises 50/50 Draw Raffle:**

**\*\*\* Licensing fees payable by law to the Control Commission for this type of license is \$20.00 for each day on which a drawing(s) is to be conducted under the license only if the anticipated prize is in excess of \$400.00. Otherwise, there is no license fee.**

## **PROHIBITED PRIZES**

**No licensee shall offer or award any prize consisting of:**  
**real estate or an interest therein;**  
**bonds;**  
**shares of stock;**  
**securities or evidence of indebtedness;**  
**weapons;**  
**live animals;**  
**foreign or domestic coins, except collector pieces or sets that are marked as such and are clearly not intended for use as legal tender;**  
**tobacco products;**  
**motor vehicles leases or;**  
**any merchandise refundable in any of the foregoing or in money or cash**

**A prize consisting of cash or money shall not be offered or awarded except in the case of:**

1. A raffle conducted by drawing with the prize(s) equaling 50 percent of the amount received for all the tickets or rights to participate;
2. A calendar raffle with the maximum prize amount not to exceed \$25,000, held, operated, and conducted pursuant to NJAC 13:47-8;
3. An instant raffle game having a maximum prize amount of \$1,500.00 for any one ticket, held, operated, and conducted pursuant to NJAC 13:47-8
4. Any bingo game(s) held, operated and conducted in accordance with the provisions of this chapter and the Bingo Licensing law, NJSA 5:8-24 et seq;
5. Big six wheels and horse race wheels conducted in accordance with the provisions set forth in NJAC 13:47-8.

### **ALCOHOL OFFERED AS A PRIZE: (NJAC 13:47-6.19)**

**A licensee may offer alcohol as a prize as part of a draw raffle provided all persons participating in the part of the draw raffle are at least 21 years old. Alcohol shall not be offered as a prize in any non-draw raffle. Alcohol offered as a prize in a draw raffle shall be in an unopened container.**

## **SPECIAL DOOR PRIZE RAFFLE**

No fee is payable and no license is required, provided the merchandise is wholly donated, has a retail value of less than \$50.00 and the raffle is conducted in accordance with the following:

- 1) The organization conducting the raffle must be a qualified organization having an identification number.
- 2) No extra charge may be made for the raffle.
- 3) Only donated merchandise prizes with a total retail value of less than \$40.00 can be given.
- 4) No other game of chance is being conducted on the occasion.
- 5) All net proceeds of the occasion must be devoted to authorized purposes.

## CASINO NIGHT

**\$100.00**

A "Casino Night" is defined as an event at which players use chips or script purchased from the licensee to wager in games of chance known as blackjack, under/over, beat the dealer, chuck-a-luck, craps, roulette, bingo or similar games approved by the commission, when the chips or script are redeemable for merchandise or raffle tickets only, and not for cash. (During this interim period, only games of chance known as Blackjack, Craps and Roulette shall be conducted).

A Casino Night may be conducted pursuant to the following conditions:

1. The possession and use of slot machines is prohibited by N.J.S.A. 5:8-113 and N.J.S.A. 2C:37-1 et seq; and are not among the games of chance authorized in N.J.S.A. 5:8-51(b).
2. During this interim period, only games of chance known as Blackjack, Craps and Roulette shall be conducted.
3. When participating in these games, players shall only use chips or script purchased from the registered organization. Players shall not use actual cash. See N.J.S.A. 5:8-51.
4. Those who are operating these games must follow the rules for each of the games referred to in paragraph 2 above, as set forth in N.J.A.C. 19:47-1, 2 and 5.
5. The equipment Supplier (lessor or lessors) shall supply a certification to the Commission that the lessor or lessors, or if a corporation, all of its officers and each of its stockholders who hold 10% or more of its stock issued and outstanding, are of good moral character and have not been convicted of a crime.
6. No member of the registered organization holding the event or an auxiliary or affiliated organization may be compensated for conducting or assisting in the conduct of these games. See N.J.S.A. 5:8-61(b)
7. The registered organization must complete the enclosed Casino Night Disclosure Form and return it to the Legalized Games of Chance Control Commission no later than 21 days prior to the anticipated date of the Casino Night.
8. The total amount of the retail value of the prize(s) awarded at any Casino Night event shall not exceed \$1000,000.00 (one hundred thousand dollars). When calculating the value of the prizes, only the value of the prizes awarded in connection with play at casino night games shall be considered.

## Pocketbook Bingo

**Sample of Schedule of Games and Prizes attached**

**Prizes must not exceed \$3,000.00**

**LGCCC Form 10-A and Form 21 must be attached to each copy of Bingo Application when premises are rented (form attached)**

**Cost to Play: must be on Schedule of Games and Prizes (examples below)**

### Cost to Play

- \$35.00 for 12 games, 4 face cards per game
- \$10.00 for a full extra set

### Cost to Play

- \$25.00 for 10 games, 3 face cards per game
- \$1.00 for extra single face

**Example of wording that must be put on Schedule of Games and Prizes below**

- No person under 18 years of age will be permitting to play Bingo.
- Please silence all cell phones during game play.
- It is the responsibility of the winner to make sure they are heard by the caller.
- When more than one player is found to be the winner on the call of the same number in the same game, the designated prize shall be divided as equally as possible; and when division is not possible, substitute prize, whose aggregate value shall not exceed that of the designated prize, shall be awarded, but such substitute prizes shall be of equal value to each other.



**New Jersey Office of the Attorney General**  
 Division of Consumer Affairs  
 Legalized Games of Chance Control Commission  
 124 Halsey Street, P.O. Box 46000  
 Newark, N.J. 07101  
 (973) 273-8000

**LGCCC Form 10-A**  
**Statement of Landlord**

(To be attached to each copy of the Bingo Application when premises are rented.)

\_\_\_\_\_  
 Name of the organization to conduct bingo

\_\_\_\_\_  
 Address

\_\_\_\_\_  
 Identification number

State of: \_\_\_\_\_

County of: \_\_\_\_\_

I, \_\_\_\_\_, being duly sworn on my oath depose and say that :

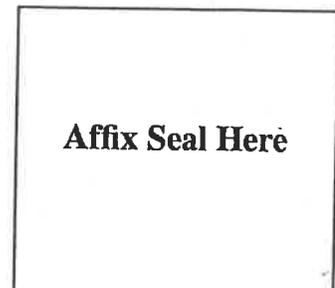
1. I am an authorized officer, namely the \_\_\_\_\_ of \_\_\_\_\_, in which the lessor of the premises to be rented, described in the annexed application.
2. The address of the lessor is: \_\_\_\_\_
3. The rent to be charged and paid for the premises is \$ \_\_\_\_\_ for each occasion, including facilities, fixtures and equipment.
4. (Complete the applicable clause)
  - A. The lessor is licensed to conduct bingo holding License No. \_\_\_\_\_ issued by the Governing Body of TOWNSHIP OF CLARK.
  - B. The lessor is licensed as a rentor holding License No. \_\_\_\_\_.
5. The rental to be charged and paid is reasonable and is not in excess of the rental ordinarily charged for the use of the premises other than for games of chance.
6. I understand that no charge may be made on a percentage basis, or according to the number of persons attending, and that bingo equipment may not be leased for a charge.
7. There is attached to this statement a copy of the Lease Agreement.

Sworn and subscribed to before me this \_\_\_\_\_

day of \_\_\_\_\_, \_\_\_\_\_  
Month Year

\_\_\_\_\_  
 Name of Notary Public (please print)

\_\_\_\_\_  
 Signature of Notary Public



**Affix Seal Here**



**New Jersey Office of the Attorney General**  
 Division of Consumer Affairs  
 Legalized Games of Chance Control Commission  
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**LGCCC Form 21**  
**Declaration of Trust**

\_\_\_\_\_, an organization qualified to conduct games of chance under the Bingo and Raffles Licensing Law in the State of New Jersey and registered with the Control Commission with the Identification Number \_\_\_\_\_, hereby declares that all funds that it receives from the rental of its premises for the conduct of bingo games will be devoted to purposes authorized by the Bingo Licensing Law.

\_\_\_\_\_  
 Signature of Elected Officer

State of: \_\_\_\_\_

County of: \_\_\_\_\_

Be it remembered on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ before me the subscribed, \_\_\_\_\_

\_\_\_\_\_ personally appeared, who being by me duly sworn/affirmed on his

oath says that he/she is the \_\_\_\_\_ of \_\_\_\_\_  
Title Organization

Sworn and subscribed to before me this \_\_\_\_\_

day of \_\_\_\_\_, \_\_\_\_\_  
Month Year

\_\_\_\_\_  
 Name of Notary Public (please print)

\_\_\_\_\_  
 Signature of Notary Public

**Affix Seal Here**