

CHANGING LOCATION
Location Transfer

(When moving limited video lottery machines that you own – you will need to move both the current ABCA and limited video lottery licenses to the new location.)

_____ Call the ABCA (1-800-642-8208 or 304-558-2481) and update your location on your liquor/beer license. (**Tell them you are doing a ‘Location Transfer’**)

WV Lottery will need:

_____ \$500 Non-refundable Location Transfer Fee

_____ Page 1 – LVL Application

_____ Page 2 – Retailer Data Sheet

_____ Page 3 – Business Zoning Compliance Form

_____ Page 4 – ADA Compliance Form

Kitty Lamb
WV Lottery License Division
1-800-982-2274, ext. 278
1-304-558-0500, ext. 278



WEST VIRGINIA LIMITED VIDEO LOTTERY RETAILER INITIAL APPLICATION

PLEASE PRINT OR TYPE. ATTACH ADDITIONAL SHEETS AS REQUESTED

1. Include Non-Refundable Fee - \$500. Check No. _____
2. Business Organization Name: _____
 Doing Business as Name: _____
 Location Phone No. _____ Fax No. _____
 Location
 Address _____ City _____,
 County _____, State _____, Zip _____
 Mailing
 Address _____ City/State/Zip _____
 F.E.I.N (No Social Security Numbers, please) _____
 Worker's Compensation or Exemption Number _____
3. Type of Business or Organization:
 _____ Sole Proprietorship _____ LLP _____ Partnership or Joint Venture
 _____ LLC _____ Corporation or Subsidiary _____ Fraternal/Veteran IRS Tax Exempt**
4. List all names as required per type of business defined below and also any executive employee or agent having power to significantly exercise influence in business operation. Each individual listed will also be required to complete the Individual Release (page 3).

Sole Proprietorship – List owner

Partnership or Joint Venture– List each general partner, limited partner, or joint venture.

Corp. or Subsidiary, Association – List each officer and director (including those of the parent company if subsidiary.) Also list each stockholder, except of publicly owned. If publicly owned, list each stockholder who owns 5% or more stock and percentage of stock owned by each.

LLC, LLP – List each member, if member-managed; or Manager, if Manager-managed.

Fraternal **– See Number 5 below for additional information required for fraternal/veteran groups.

NAME (Last name, First name, M.I.)

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LIMITED VIDEO LOTTERY RETAILER DATA SHEET

DBA: _____ ABCA #: _____

Business Organization Name: _____

Location Address: _____ County: _____
(Physical Address)

City/State/Zip: _____

Telephone: (304) _____ Alternate Telephone: (304) _____

Business Hours: MON TUES WED THUR FRI SAT SUN

OPEN: _____

CLOSED: _____

Operator: _____ Phone: (304) _____

Operator - Company that supplies your video lottery terminals.

Dear Retailer:

In accordance with the West Virginia Limited Video Lottery Act, a site inspection must be conducted and approved by authorized West Virginia Lottery personnel prior to the installation of video lottery terminals. Below is a list of basic requirements that must be met. For more information contact the WV Lottery, 304-558-0500 and ask for Limited Video Lottery Security.

- A. Location must be in excess 150 feet from an existing Limited Video Lottery retailer. Measurement to be determined by LVL Security.
- B. Location must be in excess 300 feet from a church, school, daycare center, perimeter of a public park, or a place of business that sells petroleum products capable of being used as fuel in an internal combustion engine. Measurement to be determined by LVL Security.
- C. ATM machines may not be located within the immediate gaming area. If the video lottery terminals are in the main area, the ATM must be located in a separate room with a door. If video lottery terminals are in a private room, the ATM must be located outside of that area.

For Lottery use only: **Formerly ABCA #:** _____

_____ Upgrade _____ Downgrade _____ to Private Club _____ to Tavern _____ Other



BUSINESS ZONING COMPLIANCE

ZONING COMPLIANCE BY APPLICANT FOR A LIMITED VIDEO LOTTERY RETAILER LICENSE

YOU ARE REQUIRED TO TAKE THIS FORM TO YOUR LOCAL CITY OR COUNTY ZONING OFFICE FOR COMPLETION. PLEASE RETURN THE COMPLETED FORM WITH YOUR APPLICATION.

- To:
- The Building Official of the Municipality of _____:
 - The Building Official of the County of _____:
 - The Clerk or Recorder of the Municipality of _____:
 - The County Clerk/Administrator of the County of _____:

Take Notice:

- West Virginia Limited Video Lottery Act [W.Va. Code §29-22B-1902(b)] says:

The provisions of this article preempt all regulations, rules, ordinances and laws of any county or municipality in conflict herewith: Provided That nothing herein shall invalidate any zoning law, or Sunday closing law under article 61-10-1, et seq., of this code.

- The following individual, business, fraternal organization, or veterans’ organization is applying to the State Lottery Commission for a limited video lottery retailer license within your jurisdiction:

Business Name:	
Street Address:	
County:	
City:	State:
Zip Code:	

- Please confirm there is (yes) _____/is not (no) _____ a zoning ordinance(s) that specifically would prohibit limited video lottery gaming on the premises, or that the limited video lottery gaming on the premises constitutes an allowed non-conforming use of the property under W.Va. Code Chapter 8A.

If you checked yes, please indicate the law, regulation, rule, ordinance or code prohibiting the use of limited video lottery machines at this location. _____.

I, _____, do hereby certify this is a true city/county zoning confirmation for this “Business Zoning Compliance Form” for the Applicant applying for a Limited Video Lottery Retailer License which was served on this the _____ day of _____, 20_____

Authorized signature for jurisdiction



West Virginia Lottery Limited Video Lottery ADA Compliance

Upon information or belief, WV Lottery games at this location are accessible to customers with disabilities as required by the Americans with Disabilities Act. Yes No

Name of Location _____

Address: _____

City, State, Zip: _____

ABCA Number: _____

Signed: _____

Date: _____