

INSTRUCTIONS

Operator Application

MUST provide disclosure of all financing or refinancing arrangements for the purchase, lease or other acquisition of video lottery terminals and associated equipment.

MUST provide copy of agreement between the applicant and any manufacturer for the sale, lease or other assignment to the operator of video lottery terminals, the electronic computer components of the terminals, the random number generators of the terminals, or the cabinets in which they are housed.

All applicants for limited video lottery licenses will be reviewed to ascertain they are in compliance and in good standing with the WV State Tax Department, WV Unemployment Compensation Division, and the Workers Compensation Division.

.....
Please supply your F.E.I.N. number on top of each form. This will assist our license division in tracking individual forms.

Enclose check payable to WV Lottery for \$10,000.

Complete all forms enclosed. Any incomplete applications will be returned to applicant and no action will be taken.

If any component of the application requires a supplemental explanation from you, please include with application.

Please note that forms may be photocopied for your use. It is suggested you photocopy those forms prior to completing them.

After your application has been received and reviewed, you will be notified by the License Division to schedule your appointment to be live scanned (fingerprinted).

Please note that the applicant may not hold any other type of lottery license, except that as a licensed limited video lottery service technician.

A person or a member of the applicant's immediate family who has an ownership interest in a business that submits an application for an operator's, manufacturer's or retailer's license may not:

- Submit an application for another operator's license as an individual;
- Serve as an officer, director, member or partner of a business that submits an application for another operator's license;
- Have an ownership interest in any other business that submits an application for an operator's license.

You must supply a true copy of your contract with each licensed limited video lottery retailer.

For more info—see our website:

www.wvlottery.com

Then click on: Video Lottery

PART 5. REQUIREMENTS AND QUALIFICATIONS FOR LICENSURE.

§29-22B-501. Types of licenses issued for participation in limited video lottery activities.

- (a) The lottery commission may issue four types of limited video lottery licenses, as follows:
- (1) A manufacturer's license;
 - (2) An operator's license;
 - (3) A limited video lottery retailer's license; and
 - (4) A service technician's license.
- (b) A manufacturer's license is required for all persons who act as a manufacturer as defined in section 22B-319 of this article.
- (c) An operator's license is required for all persons who engage in the business of placing and operating video gaming machines on the premises of a retailer. A licensed operator and a licensed limited video lottery retailer who hold a permit issued under part 11 of this article may obtain video lottery terminals only from a licensed manufacturer.
- (d) A video lottery retailer's license is required for all persons conducting limited video lottery on their premises. Each person licensed as a retailer shall have and maintain sole and exclusive legal possession of the entire premises for which the retail license is issued.
- (e) Each license issued pursuant to this section expires one year from the date of its issuance but may be successively renewed upon the filing and approval of an application for renewal, except as otherwise provided in this article.

§29-22B-502. General qualifications for all types of limited video lottery licenses.

No limited video lottery license or license renewal may be granted unless the lottery commission has determined that the applicant satisfies all of the following qualifications:

- (1) The applicant is a person of good character, honesty and integrity;
- (2) The applicant is a person whose background, criminal record, if any, reputation, habits and associations, do not threaten to (A) compromise the public interest of the citizens of the state, (B) weaken the effective regulation and control of video gaming, (C) breach the security and integrity of the lottery, or (D) introduce corrupt, unfair, or illegal practices, methods and activities into the operation of video gaming or the business or financial transactions incidental to the operation of video gaming;
- (3) The applicant has not been convicted of any violation of this article, article 19-23-1, *et seq.*, of this code, articles 22, 22A or 25 of this chapter, or any felony related to theft, bribery, gambling or involving moral turpitude in this or in any other state or foreign country;
- (4) The applicant has disclosed to the lottery commission the identity of each person who has control of the applicant, as control is described in section 22B-507, and those persons satisfy all qualifications required by this section and any applicable qualifications required by sections 22B-503 through 22B-506;
- (5) The applicant has provided a set of fingerprints and has completed and signed the statement provided for in section 22B-602;
- (6) The applicant has furnished all information, including financial data and documents, certifications, consents, waivers, individual history forms and other materials requested by the lottery commission for purposes of determining qualifications for a license.

§29-22B-503. Additional qualifications for an applicant for an operator's license.

(a) No operator's license or license renewal may be granted unless the lottery commission has determined that, in addition to the general requirements set forth in section 22B-502, the applicant satisfies all of the following qualifications:

- (1)(A) If the applicant is an individual, the applicant has been a citizen of the United States and a resident of this state for the four year period immediately preceding the application; or
 - (B) If the applicant is a corporation, partnership or other business entity, the chief executive officer and the majority of the officers, directors, members and partners (to the extent each of these groups exists with respect to a particular business organization), both in number and percentage of ownership interest, have been citizens of the United States and residents of this state for the four year period immediately preceding the application.
 - (2) The applicant has demonstrated the training, education, business ability and experience necessary to establish, operate and maintain the business for which the license application is made;
 - (3) The applicant has secured any necessary financing for the business for which the license application is made, and the financing (A) is from a source that meets the qualifications of this section and (B) is adequate to support the successful performance of the duties and responsibilities of the licensee. A licensee shall request commission approval of any change in financing or leasing arrangements at least thirty days before the effective date of the change;
 - (4) The applicant has disclosed all financing or refinancing arrangements for the purchase, lease or other acquisition of video lottery terminals and associated equipment in the degree of detail requested by the lottery commission;
 - (5) The applicant has filed with the lottery commission a copy of any current or proposed agreement between the applicant and any manufacturer for the sale, lease or other assignment to the operator of video lottery terminals, the electronic computer components of the terminals, the random number generators of the terminals, or the cabinets in which they are housed; and
 - (6) The applicant does not hold any other license under this article, article 19-23-1, *et seq.*, of this code, or articles 22, 22A or 25 of this chapter, except that an applicant may also be licensed as a service technician.
- (b)(1) A person or a member of his or her immediate family who has an ownership interest in a business entity that

submits an application for an operator's license may not (A) submit an application for another operator's license as an individual, (B) serve as an officer, director, member or partner of a business entity that submits an application for another operator's license, or (C) have an ownership interest in any other business entity that submits an application for an operator's license.

(2) Business entities that have common owners or common officers, directors, members or partners may not hold more than one operator's license.

§29-22B-706. Additional duties of operators.

In addition to the general duties imposed on all licensees in section 22B-701 of this article, an operator shall:

- (1) Acquire video lottery terminals by purchase, lease or other assignment only from licensed manufacturers;
- (2) Acquire no video lottery terminals in excess of the number they are authorized to operate in this state as stated in the permit issued under part 11 of this article;
- (3) Contract with limited video lottery retailers for a secure location for the placement, operation and play of the video lottery terminals;
- (4) Pay no compensation of any kind to any limited video lottery retailer or give or transfer anything of value to any limited video lottery retailer, that is in addition to the consideration stated in the written agreement between the operator and the limited video lottery retailer, which may be not less than forty percent nor more than fifty percent of the amount of net terminal income received by the operator in connection with the video lottery terminals at that location;
- (5) Pay for the installation and operation of commission approved telephone lines to provide direct dial-up or on-line communication between each video lottery terminal and the commission's central control computer;
- (6) Purchase or lease and install computer controller units and other associated equipment required by the commission for video lottery terminals owned or leased by the permittee;
- (7) Permit no person to tamper with or interfere with the operation of any video lottery terminal;
- (8) Ensure that telephone lines from the commission's central control computer to the video lottery terminals located at the approved location are at all times connected, and prevent any person from tampering or interfering with the operation of the telephone lines;
- (9) Ensure that video lottery terminals are placed and remain placed in the specific places within the approved restricted access adult-only facility that have been approved by the commission. No video lottery terminal in a restricted access adult-only facility may be relocated within the restricted access adult-only facility without the prior written approval of the commission;
- (10) Assume financial responsibility for proper and timely payments by limited video lottery retailers of all credits awarded to players in accordance with legislative rules promulgated by the commission;
- (11) Enter into contracts with limited video lottery retailers to provide for the maintenance and repair of video lottery terminals and associated equipment only by licensed service technicians, and to provide for the placement of video lottery terminals pursuant to the provisions of this article;
- (12) Conduct no video lottery advertising and promotional activities;
- (13) Install, post and display prominently within or about the approved location signs, redemption information and other material as required by the commission;
- (14) Maintain general liability insurance coverage for all video lottery terminals in an amount of at least one million dollars per claim;
- (15) Promptly notify the commission in writing of any breaks or tears to any logic unit seals;
- (16) Assume liability for all amounts due to the commission in connection with any money lost or stolen from any video lottery terminal;
- (17) Comply with all applicable provisions of this article and rules and orders of the commission; and
- (18) Maintain a separate bank account into which the operator shall deposit the gross terminal income from all of the operator's video lottery terminals.



Limited Video Lottery

Financial Information Required for License Application of Operator

1. Compiled Financial Statements with footnotes for the most recent year-end.
2. Internally prepared financial statements for the period since (1) above.
3. If company is a start-up and has no prior activity then a projected financial statement for the first three years of activity.
4. Copy of a business plan demonstrating the company has the ability to successfully operate a limited video lottery business.
5. Copy of company's most recent Federal Income Tax Return.
6. Copy of company's most recent West Virginia Income Tax Return.
7. Copy of current West Virginia Business Registration Certificate.
8. List of all shareholders – indicate name, number of shares owned and a complete address.
9. For West Virginia residents in (8) above provide a copy of their Drivers License.
10. List of Senior Officers and/or beneficial owners of 5% or more of the Company.
11. For individuals in (10) above provide a personal financial statement prepared within the last three months, most recent Federal and State Income Tax Return and resume'.
12. Copy of loan agreement for purchase of video machines.
13. Copy of any purchase agreement for any video machines.
14. Copy of any agreement to place the video machines in retail establishments.



PO BOX 2067
CHARLESTON WV 25327
(304) 558-0500

**WEST VIRGINIA
LIMITED VIDEO LOTTERY
OPERATOR APPLICATION**

1-800-982-2274

(For Lottery Use) License Number _____

Date Issued _____

Date Received _____ Check # _____

PLEASE PRINT OR TYPE. ATTACH ADDITIONAL SHEETS AS REQUESTED

- Application fee: **\$10,000**
- Business or Organization Name _____ Phone No. _____
Doing Business As _____ Fax No. _____
Location _____
Address _____ City/State/Zip _____
Corporate Contact _____ Email _____
Mailing Address _____ City/State/Zip _____

F.E.I.N. _____ Business Registration No. _____

- Indicate Type of Business or Organization:
 Sole Proprietorship Corp. or Subsidiary Other
 Partnership or Joint Venture LLC LLP

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** an Individual Affidavit (**Form ‘E’**) and a Personal Data form (**Form ‘F’**), and WV-ARI-001 (**Form “G”**)

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 parent company if subsidiary.) Also list each stockholder, except of publicly owned. If publicly owned, list each stockholder who owns 5%.

LLC, LLP – List each member

- | | |
|------------------------------------|------------------------------------|
| NAME (Last name, First name, M.I.) | NAME (Last name, First name, M.I.) |
| 1) _____ | 5) _____ |
| 2) _____ | 6) _____ |
| 3) _____ | 7) _____ |
| 4) _____ | 8) _____ |

Attach additional sheets as required



F.E.I.N. _____

West Virginia Lottery
LVL Operator Application
Page 2

4. Has the business organization or any person listed in Item 3 ever been convicted of any **felony** related to theft, bribery, gambling or involving moral turpitude in this or in any other state or foreign country? Yes No

Has the business organization or any person listed in Item 3 ever been convicted of any violation of article twenty-three, chapter nineteen [Horse & Dog Racing], or articles twenty-two, twenty-two-a, twenty-two-b or twenty-five, chapter twenty-nine [Lottery] of the code of West Virginia?
 Yes No

5. If ANY of the following questions are answered “Yes”, attach a separate explanation with complete details.

Does/has the Business or Organization:

- A. Ever filed bankruptcy in any state? Yes No
- B. Been delinquent in payment of taxes in any state? Yes No
- C. Been sued, with judgment resulting in current outstanding claims in any state? Yes No
- D. Ever operated under different business name? Yes No
- E. Been subject of state or federal criminal investigation or background investigation? Yes No
- F. Been denied lottery/gaming license in any state or province? Yes No
- G. Have financial interest in a company related to gaming/racing or lottery other than this business? Yes No
- H. Hold lottery/gaming license in other states or provinces? Yes No

6. How long has this Business/Organization been in operation? _____ Yrs. _____ Mos.

7. Bank Name _____ Account Number _____

Address _____ Phone No. _____



8. Are all taxes, fees and obligations to local, state and federal governments current?
_____ Yes _____ No (If No, attach explanation)

9. DISCLOSURE STATEMENT (Read Carefully)
“I, the undersigned, upon oath, do hereby declare that the foregoing information is true and complete. I understand that the untruthful or misleading answers are cause for denial of the application and/or termination of any lottery license granted, and may be subject to prosecution under the State Lottery Act, Chapter 29, Article 22B, West Virginia Code. I authorize the Director, WEST VIRGINIA LOTTERY, to investigate any matter set forth in the lottery application including, but not limited to, financial records, financial sources, State Tax records, and criminal history as necessary for entering into an agreement as a limited video lottery operator. I will, upon request, execute such additional documents as are required to facilitate this process, including a criminal record check agreement form.”

APPLICANT/AUTHORIZED AGENT/
TRUSTEE
OF BUSINESS/ORGANIZATION

Type or Print Name Title

Signature Date

UNITED STATES OF AMERICA
STATE OF WEST VIRGINIA
COUNTY OF _____, to-wit:

Subscribed and sworn to before me, a Notary Public in and for the County and State aforesaid, this
_____ day of _____, _____.

My commission expires _____.

NOTARY PUBLIC

(Seal)

FEIN: _____

WV-ARI-001
(Rev. 12/94)

To: The West Virginia State Tax Commissioner

Authorization to Release Information
(Corporate)

Name of taxpayer _____ Date _____

Address _____

City, Town, Post Office _____ State _____ Zip Code _____

West Virginia Identification No. or Social Security No. _____

The above named taxpayer does hereby waive the confidentiality provisions of West Virginia Code §11-10-5d and/or §11-1A-23 to the following extent:

1. Persons to whom information may be released:

Name Lottery Official Enforcing Limited Video Lottery Requirements _____ Capacity _____

Address WV Lottery Commission _____

2. Effective period of this waiver:

_____ authorization terminates _____
month day year

_____ until my liability for West Virginia taxes is liquidated.

(other; explain) After Limited Video Lottery Application Process Terminates. _____

3. Taxes and/or credits to which this waiver applies:

	W.Va. Code Art.		W.Va. Code
_____ Beer Barrel Tax	11-16	_____ Severance Tax	11-13A
_____ Business and Occupation Tax	11-13	_____ Soft Drink Tax	11-19
<input checked="" type="checkbox"/> Business Franchise Tax	11-23	_____ Telecommunications Tax	11-13B
<input checked="" type="checkbox"/> Business Investment and Jobs Expansion Credit (Super Credit)	11-13C	<input checked="" type="checkbox"/> Use Tax	11-15A
<input checked="" type="checkbox"/> Business Registration Tax	11-12	_____ Wine Liter Tax	60-8
_____ Cigarette Tax	11-17	<input checked="" type="checkbox"/> Charitable Raffle Boards & Games	47-23
<input checked="" type="checkbox"/> Consumers Sales & Service Tax	11-15	_____ Solid Waste Fee	20-5F
<input checked="" type="checkbox"/> Corporate Net Income Tax	11-24	<input checked="" type="checkbox"/> Corporate License Tax	11-12C
<input checked="" type="checkbox"/> Employers Withholding Tax	11-10	_____ Minimum Severance Tax on Coal	11-12B
_____ Estate Tax	11-11	_____ Health Care Provider Taxes	11-27
_____ Gasoline & Special Fuel Excise Tax	11-14	_____ All of the above applicable to the taxpayer.	
_____ Inheritance Tax	11-11	_____ Property Taxes	
_____ Motor Carrier Road Tax	11-14A	_____ OTHER	_____
_____ Personal Income Tax	11-21		

4. Information to be released: (describe specifically)

FEIN: _____

5. Reason(s) why information is to be released:

So the taxpayer can be informed by Lottery Officials of the reasons for approval or denial of their applications.

This waiver will be effective only to the extent explained above and any other release of information is not permitted without additional authorization. Additionally, information will be released only to the extent necessary to comply with this request for information, and will not be disclosed if the Tax Commissioner determines that such disclosure would seriously impair administration of this State's tax laws.

This waiver must be signed by the taxpayer. If this waiver is by a corporation, it must be signed by the president, vice president, treasurer, assistant treasurer, chief accounting officer or any other officer duly authorized so to act. In the case of a partnership, as defined for federal income tax purposes, this waiver shall be signed by a partner or any employee of the partnership duly authorized so to act. The fact that an individual's name is signed on the waiver shall be prima facie evidence that such individual is authorized to sign the waiver on behalf of the corporation or partnership.

Signature

Capacity

Date

State of West Virginia,
County of _____, to-wit,

This day appeared before me, the undersigned notary public, _____ who acknowledge under oath
the signature above. (Applicant)

Notary Public

Date

My commission expires _____

(Seal)



F.E.I.N. _____

**West Virginia Lottery
CORPORATE AFFIDAVIT
Limited Video Lottery
Operator's Application**

To Whom It May Concern:

I hereby authorize any representative of the West Virginia Lottery Commission bearing this release, or transmitting a copy same, to obtain information from files or other sources pertaining to the applicant's personal background including, but not limited to: police records, academic, athletic, medical, credit, or any other records. I hereby direct you to release such information upon the request of any duly authorized representative of the West Virginia Lottery. This release is executed with the full knowledge and understanding that the information is for the official use of the West Virginia Lottery. I hereby release you, the institution or establishment which you represent including its officers, employees, or related personnel, both individually and collectively, from any and all liability for damages of whatever kind, which may result to the applicant's heirs, family or associates because of compliance with this authorization and request to release information, or any attempt to comply with it. Should there be any question as to the validity of this release, you may contact me as indicated below.

(Circle One) I hereby swear or affirm that this corporation **HAS** or **HAS NOT** been convicted of any violation of the State Racing Act, the State Lottery Act, the Racetrack Video Lottery Act, the Limited Video Lottery Act or the Limited Gaming Facility (Casino) Act, or of any felony related to theft, bribery, gambling, or involving moral turpitude in this or in any other state or foreign country. (Please attach any explanation if necessary.)

I understand that any untruthful or misleading answers are causes for the rejection of the application.

NOTARY

APPLICANT

State of _____

Corporate Name _____

County of _____

Name _____

Position _____

Taken, Subscribed, and Sworn to before me this

_____ day of _____

Authorized
Signature _____

Date _____

(Notary Public Signature)

My Commission Expires:

(Notary Seal)



FEIN No. _____

**West Virginia Lottery
Individual Affidavit
Limited Video Lottery
Operator's Application**

To Whom It May Concern:

I hereby authorize any representative of the West Virginia Lottery Commission bearing this release, or transmitting a copy same, to obtain information from files or other sources pertaining to the applicant's personal background including, but not limited to: police records, academic, athletic, medical, credit, or any other records. I hereby direct you to release such information upon the request of any duly authorized representative of the West Virginia Lottery. This release is executed with the full knowledge and understanding that the information is for the official use of the West Virginia Lottery. I hereby release you, the institution or establishment which you represent including its officers, employees, or related personnel, both individually and collectively, from any and all liability for damages of whatever kind, which may result to the applicant's heirs, family or associates because of compliance with this authorization and request to release information, or any attempt to comply with it. Should there be any question as to the validity of this release, you may contact me as indicated below.

(Circle One) I hereby swear or affirm that I **HAVE** or **HAVE NOT** been convicted of any violation of the State Racing Act, the State Lottery Act, the Racetrack Video Lottery Act, the Limited Video Lottery Act or the Limited Gaming Facility (Casino) Act, or of any felony related to theft, bribery, gambling, or involving moral turpitude in this or in any other state or foreign country. (Please attach any explanation if necessary.)

I understand that any untruthful or misleading answers are causes for the rejection of the application.

NOTARY

APPLICANT

State of _____

Name _____

County of _____

Address _____

Taken, Subscribed, and Sworn to before me this _____ day of _____, _____

Phone No. _____

Date of Birth _____

Date _____

(Notary Public Signature)

Authorized
Signature _____

My Commission Expires:



PERSONAL DATA AND FINANCIAL DISCLOSURE FORM

NOTE: PLEASE PRINT OR TYPE. This form is to be completed by all individuals listed in Item 3 on page 1 of the application.

1. NAME _____ Maiden Name, Nickname, aka _____
HOME PHONE _____ HOME ADDRESS _____ DATE OF BIRTH _____
EMAIL _____ DRIVER'S LICENSE NO. _____ STATE ISSUED _____
(Attach legible photocopy)

2. YOUR RELATIONSHIP TO BUSINESS OWNER _____ PRINCIPAL- _____ OTHER _____
TO BUSINESS PARTNER _____ (Please identify)
DATE OF INCORPORATION _____ OFFICER/DIRECTOR _____
IF PARTNERSHIP, WHAT TYPE: LIMITED _____ STATE OF INCORPORATION: _____
IF PARTNERSHIP, GENERAL _____
WHAT % OWNED _____ IF STOCKHOLDER,
WHAT % HELD _____

3. PRESENT EMPLOYER:

4. U.S. CITIZEN: YES _____ NO _____ (If No, attach details)
WV RESIDENT PAST 4 YRS. YES _____ NO _____

LIST NAMES OF ANY RELATIVES EMPLOYED BY THE WV LOTTERY:

5. BUSINESS CREDIT REFERENCES (List Name, Address, Phone and Fax Numbers)

- 1.
2.
3.

THIS FORM CAN BE COPIED AS NECESSARY

NOTARY STATEMENT

State of _____
County of _____

Type or Print Name and Title

Taken, Subscribed, and Sworn to before this
_____ day of _____.

Signature

(Signature)

My commission expires:

FORM F

To: The West Virginia State Tax Commissioner

Authorization to Release Information
(Individual)

Name of taxpayer _____ Date _____

Address _____

City, Town, Post Office _____ State _____ Zip Code _____

West Virginia Identification No. or Social Security No. _____

The above named taxpayer does hereby waive the confidentiality provisions of West Virginia Code §11-10-5d and/or §11-1A-23 to the following extent:

1. Persons to whom information may be released:

Name Lottery Official Enforcing Limited Video Lottery Requirements _____ Capacity _____

Address WV Lottery Commission _____

2. Effective period of this waiver:

_____ authorization terminates _____
month day year

_____ until my liability for West Virginia taxes is liquidated.

X (other; explain) After Limited Video Lottery Application Process Terminates.

3. Taxes and/or credits to which this waiver applies:

	W.Va. Code Art.		W.Va. Code
_____ Beer Barrel Tax	11-16	_____ Severance Tax	11-13A
_____ Business and Occupation Tax	11-13	_____ Soft Drink Tax	11-19
_____ Business Franchise Tax	11-23	_____ Telecommunications Tax	11-13B
_____ Business Investment and Jobs Expansion Credit (Super Credit)	11-13C	_____ Use Tax	11-15A
_____ Business Registration Tax	11-12	_____ Wine Liter Tax	60-8
_____ Cigarette Tax	11-17	_____ Charitable Raffle Boards & Games	47-23
_____ Consumers Sales & Service Tax	11-15	_____ Solid Waste Fee	20-5F
_____ Corporate Net Income Tax	11-24	_____ Corporate License Tax	11-12C
_____ Employers Withholding Tax	11-10	_____ Minimum Severance Tax on Coal	11-12B
_____ Estate Tax	11-11	_____ Health Care Provider Taxes	11-27
_____ Gasoline & Special Fuel Excise Tax	11-14	<u>X</u> All of the above applicable to the taxpayer.	
_____ Inheritance Tax	11-11	_____ Property Taxes	
_____ Motor Carrier Road Tax	11-14A	_____ OTHER	_____
_____ Personal Income Tax	11-21		

4. Information to be released: (describe specifically)

_____ Confirmation of personal income tax filings for specifically identified
Tax Years _____

5. Reason(s) why information is to be released:

Licensure background check.

This waiver will be effective only to the extent explained above and any other release of information is not permitted without additional authorization. Additionally, information will be released only to the extent necessary to comply with this request for information, and will not be disclosed if the Tax Commissioner determines that such disclosure would seriously impair administration of this State's tax laws.

This waiver must be signed by the taxpayer. If this waiver is by a corporation, it must be signed by the president, vice president, treasurer, assistant treasurer, chief accounting officer or any other officer duly authorized so to act. In the case of a partnership, as defined for federal income tax purposes, this waiver shall be signed by a partner or any employee of the partnership duly authorized so to act. The fact that an individual's name is signed on the waiver shall be prima facie evidence that such individual is authorized to sign the waiver on behalf of the corporation or partnership.

Signature

Capacity

Date

State of West Virginia,

County of _____, to-wit,

This day appeared before me, the undersigned notary public, _____ who acknowledge under oath the signature above. (Applicant)

Notary Public

Date

My commission expires _____

Tax Information Authorization

▶ Do not use this form to request a copy or transcript of your tax return.
 Instead, use Form 4506 or Form 4506-T.

OMB No. 1545-1165
For IRS Use Only
 Received by: _____
 Name _____
 Telephone { } _____
 Function _____
 Date / / _____

1 Taxpayer information. Taxpayer(s) must sign and date this form on line 7.

Taxpayer name(s) and address (type or print)	Social security number(s) : : : : : : : :	Employer identification number : : : : : :
	Daytime telephone number ()	Plan number (if applicable)

2 Appointee. If you wish to name more than one appointee, attach a list to this form.

Name and address	CAF No. _____ Telephone No. _____ Fax No. _____ Check if new: Address <input type="checkbox"/> Telephone No. <input type="checkbox"/> Fax No. <input type="checkbox"/>
------------------	---

3 Tax matters. The appointee is authorized to inspect and/or receive confidential tax information in any office of the IRS for the tax matters listed on this line. Do not use Form 8821 to request copies of tax returns.

(a) Type of Tax (Income, Employment, Excise, etc.) or Civil Penalty	(b) Tax Form Number (1040, 941, 720, etc.)	(c) Year(s) or Period(s) (see the instructions for line 3)	(d) Specific Tax Matters (see instr.)

4 Specific use not recorded on Centralized Authorization File (CAF). If the tax information authorization is for a specific use not recorded on CAF, check this box. See the instructions on page 3. If you check this box, skip lines 5 and 6 .▶

- 5 Disclosure of tax information** (you must check a box on line 5a or 5b unless the box on line 4 is checked):
- a** If you want copies of tax information, notices, and other written communications sent to the appointee on an ongoing basis, check this box▶
- b** If you do not want any copies of notices or communications sent to your appointee, check this box▶

6 Retention/revocation of tax information authorizations. This tax information authorization automatically revokes all prior authorizations for the same tax matters you listed on line 3 above unless you checked the box on line 4. If you do not want to revoke a prior tax information authorization, you **must** attach a copy of any authorizations you want to remain in effect and check this box▶
 To revoke this tax information authorization, see the instructions on page 3.

7 Signature of taxpayer(s). If a tax matter applies to a joint return, **either** husband or wife must sign. If signed by a corporate officer, partner, guardian, executor, receiver, administrator, trustee, or party other than the taxpayer, I certify that I have the authority to execute this form with respect to the tax matters/periods on line 3 above.
 ▶ **IF NOT SIGNED AND DATED, THIS TAX INFORMATION AUTHORIZATION WILL BE RETURNED.**

_____ Signature	_____ Date	_____ Signature	_____ Date
_____ Print Name	_____ Title (if applicable)	_____ Print Name	_____ Title (if applicable)
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> PIN number for electronic signature		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> PIN number for electronic signature	

For Directions go to:
www.irs.gov/pub/irs-pdf/8821.pdf



EFT AUTHORIZATION



LVL OPERATOR INFORMATION

1. Lottery ID # (to be assigned) _____
2. Operator Name _____
3. Address _____
4. City/State/Zip _____
5. Telephone Number _____

FINANCIAL INFORMATION

1. Name of Financial Institution _____
2. Routing/ABA Number _____
3. Denote Checking or Savings CHECKING SAVINGS
4. Account Number _____

Must attach a voided check (checking) or deposit slip (savings) from account noted above.

I (We) hereby authorize the State of West Virginia, hereinafter called STATE, to initiate debit and/or credit entries into my (our) account indicated above and the Financial Institution named above, hereinafter called DEPOSITORY, to debit and/or credit the same any amounts owed by or due me (us) to/from STATE. This authority is to remain in full force and effect until the STATE has received WRITTEN NOTIFICATION from me (us) to its termination in such time and in such manner as to afford the STATE and DEPOSITORY a reasonable opportunity to act on it.

_____	_____	_____	_____
(Printed name)	(Authorized signature)	(Title)	(Date)

_____	_____	_____	_____
(Printed name)	(Authorized signature)	(Title)	(Date)

If you have questions about completing this form, please call
 WV State Board of Investments EFT Division at **304.340.1569**

If you have questions concerning your Lottery account, please call
 WV Lottery Commission at **800.982.2274** or **304.558.0500 x220**

SEND COMPLETED FORM TO:
 West Virginia Lottery
 Licensing Division
 PO BOX 2067
 CHARLESTON WV 25327-2067

Fingerprint Information

All fields are mandatory unless otherwise noted

Name (Please Print): SSN:
Last Name First Name Middle Name

Alias (Maiden name) Citizenship (country):

Home Address:
Street Address

City, State, Zip Code

Lottery Licensed Business:
Company name

Street Address

City, State, Zip Code

Date of Birth:
YYYY/MM/DD

Place of Birth:
Name of State or Country if not USA

Reason Fingerprinted:

Race: Gender: Hair Color: Eye Color: Height: Weight:
Feet/Inches Pounds

Finger Amputations/Bandages:
list type and which finger

circle one (VL VLM LVL LO TECH) OCA # _____

RELEASE OF INFORMATION

I hereby request a record check be made to find any police record on the herein named individual and by submitting this request, I understand that the submitted information will be retained by the West Virginia State Police in the Automated Fingerprint Identification System.

I certify that this is for official business and I am authorizing the West Virginia Lottery to obtain any record found.

Privacy Act Notice: Disclosure of your social security number should only be made if obtained from you in accordance with Section 7 of the Privacy Act of 1974. Your disclosure is voluntary and failure to provide the number will not subject you to penalty. If you choose voluntarily to supply your social security number, it will be used to aid the West Virginia Lottery in the conduct of this criminal background inquiry.

Signature:

I attest that all information written on this form is true and correct

Date:

ID CHECKED AND VERIFIED INITIALS OF INVESTIGATOR _____

****NOTICE****

September 15, 2010

CHECKS AT LIMITED VIDEO LOTTERY RETAIL LOCATIONS

To Operators and Retailers:

West Virginia Code §29-22B-702(10) has always banned the use of credit and debit cards to play West Virginia limited video lottery games, and banned generally the extension of credit by a retail licensee. Effective *July 1, 2009*, Section 35 of the Limited Video Lottery Rule was added by the Legislature and reads as follows:

§ 179-5-35 – Prohibition Against Extending Credit

35.1 A video lottery retailer shall not extend credit, in any manner, to a player to enable the player to play a video lottery game.

35.2 For purposes of this rule, a video lottery retailer shall be deemed to be extending credit when he or she knows or has reason to know that the proceeds of the check will be used solely to play or continue to play a video lottery game.

The Lottery **STRONGLY SUGGESTS** that you do not accept any customer checks. When you cash checks for gaming customers, there is a strong presumption that the customer will use the cash for gambling.

West Virginia Lottery

REMINDER

Under the Limited Video Lottery Act, WEST VIRGINIA CODE §29-22B-701(8), all Limited Video Lottery licensees *shall*:

Notify the commission in writing of any proposed change of ownership or control of the license holder and of all other transactions or occurrences relevant to license qualification, and receive commission approval prior to any change of ownership or control of a licensed manufacturer, operator or limited video lottery retailer.

Please be aware of this responsibility as failure to comply with the statute may subject you to a civil penalty not greater than \$10,000.00 and/or suspension or revocation of your license as determined by the State Lottery Commission.



PRIVACY NOTICE OF USAGE OF SOCIAL SECURITY NUMBERS BY THE WEST VIRGINIA LOTTERY

For persons who are neither Lottery Commissioners, Lottery officers or Lottery employees, the West Virginia Lottery will only ask you for your social security number in the following circumstances:

1. You claim a lottery prize of \$600 or more directly from the Lottery, either by mail or personally at our Charleston or Weirton office. Your social security number is also your tax identification number, and the Internal Revenue Code requires that this prize payment be reported to the IRS along with the winners tax identification number [Form W-2G]¹ or
2. You are a sole proprietor of a business, a partner in a business, or the shareholder of an incorporated business that is a lottery retailer or sales agent, and the Lottery must prepare an IRS Form 1099 to report sales commissions received by you along with a tax identification number if that number is also a social security number [Form 1099]; or
3. You are applying for a lottery license or permit and you must allow the Lottery to capture your fingerprint images to be transported to the FBI's National Criminal Information Center [NCIC] for a statutorily or regulatorily required criminal background investigation. This is an FBI requirement; or
4. You have applied for a lottery license or permit and you have been ask to send copies of one or more years of your federal income tax returns in order to determine your credit worthiness for a table games license.²

Disclosure of your social security number should only be made if obtained from you in accordance with Section 7 of the Privacy Act of 1974. Your disclosure is voluntary and failure to provide the number will not subject you to a criminal or civil penalty.

When the West Virginia Lottery obtains your social security number, it will use the number for the purpose(s) cited above. The Lottery will not sell or share this number with any other person or entity, and will decline to make it available in response to any freedom of information request. Only government entities that are authorized to receive and use social security numbers by law will gain access, other than when outside access is ordered by a competent court of record.

¹ Prize winners of more that \$600 who are unable or unwilling to submit their tax identification number are subject to federal income tax "back-up withholding of 28% of the prize money.

² Either after the license is issued to the applicant, or else after the applicant has exhausted all appeals, the returns will be taken from the application file and shredded.