

I want to:

Apply for a Single Event (One Time Event) License

Processing may take up to 45 business days.

Please review the document [License Types and Related Activities](#) to determine which license is best for your organization. A qualified organization (one that has completed the Qualification Process) may be eligible to obtain a one time license that allows an organization to conduct charity gaming activities on the date(s), time and location listed on the license.

Once you have determined which license you need, you must complete the appropriate application and submit it with an initial license fee of \$50. Subsequent license fees will be determined by the adjusted gross income from the preceding same kind of license.

There is no renewal process for a single event license. Apply for a new license as needed.

A Single Event Financial Report (CG-9), along with the Charity Gaming Ending Inventory Statement (CG-INV) and Charitable Contribution Distribution List (CG-DIST) if applicable, is due ten (10) days after your event. The Single Event Gross Receipts Report (CG-22) as well as the Charitable Contribution Distribution List (CG-DIST) and the Current Officer List (CG-CO) are due August 15th reporting figures on a fiscal basis (July 1 – June 30).

CG-CGN	Charity Game Night License Application
CG-DP	Door Prize License Application
CG-FES	Festival License Application
CG-CCA	Candidate's Committee Application
CG-RAF	Raffle License Application
CG-SB	Special Bingo License Application
CG-WR	Water Race License Application
CG-GG	Guessing Game License Application
CG-9	Single Event Financial Report
CG-22	Single Event Gross Receipts Report
CG-DIST	Charitable Contribution Distribution List
CG-INV	Charity Gaming Ending Inventory Statement
CG-CO	Current Officers

Use of the applicable Event Summary Report to record your income, payouts, expenses, etc. is required. These reports are to be completed and kept with all other gaming records.

ESR-BIN	Bingo Event Summary Report
ESR-CGN	Charity Gaming Night Event Summary Report
ESR-DP	Door Prize Event Summary Report
ESR-FES	Festival Event Summary Report
ESR-GG	Guessing Game Event Summary Report
ESR-RAF	Raffle Event Summary Report
ESR-WR	Water Race Event Summary Report