

**NEBRASKA SCHEDULE I — Bingo License**

- Incomplete schedules will be returned
- Read instructions on reverse side

Name of Organization as Shown on Form 50

**PLEASE DO NOT WRITE IN THIS SPACE**

Nebraska Identification Number

**1 Type of Application**

- New (Attach to Form 50)  Report Changes (complete only changed information and provide appropriate signatures)

**BINGO LOCATION**

**2 Location Name**

Street Address

City State Zip Code County

**3 Location Is**

- (1)  Owned (2)  Rented (If Rented, attach a copy of lease agreement. Verbal lease agreements must be put into writing)

**4 Rent**

\$ \_\_\_\_\_ per \_\_\_\_\_

**If Rented or Leased, Lessor's Name and Address**

**5 Name**

Street Address

City State Zip Code County

**BINGO EQUIPMENT**

**6 Bingo Equipment Is**

- (1)  Owned (2)  Rented (If Rented, attach a copy of lease agreement. Verbal lease agreements must be put into writing)

**7 Rent**

\$ \_\_\_\_\_ per \_\_\_\_\_

**If Rented or Leased, Lessor's Name and Address**

**8 Name**

Street Address

City State Zip Code County

**9 Bingo Paper Prices and Electronic Bingo Card Monitoring Devices**

**Class II License Applicants Only** — Attach a separate sheet which indicates the price charged for each single sheet, packet, or book of bingo paper sold at your bingo occasions. You must include the type of packet or single sheet (for example, 9-on 13-up packet), price charged, and color, if applicable.

**Class I and Class II License Applicants** — Do you intend to use electronic bingo card monitoring devices at your organization's bingo occasions?  YES  NO

If Yes, attach a separate sheet which indicates the prices charged for each single sheet, packet, or book of bingo paper available for play on an electronic bingo card monitoring device.

**BINGO OCCASIONS**

**10 Frequency**

- (1)  Once a week (2)  Twice a week (3)  Other If Other, Explain: \_\_\_\_\_

**11 Day of Week**

Time First Number Called

Ending Time

\_\_\_\_\_ To \_\_\_\_\_  
 \_\_\_\_\_ To \_\_\_\_\_  
 \_\_\_\_\_ To \_\_\_\_\_

**12 Is any organization co-sponsoring?**

- YES  NO

**13 Name of Co-sponsor**

**14 Co-sponsor's Nebraska Identification Number**

**BINGO CHAIRPERSON**

**15 Social Security Number**

Name of Bingo Chairperson

Street Address

Date of Birth

City State Zip Code Years a Member

I declare that I will be responsible for compliance with all of the provisions of the Nebraska Bingo Act and all regulations adopted under such Act. I further declare that I am not connected with, interested in, or otherwise concerned directly or indirectly with any business licensed as a manufacturer or distributor of bingo equipment and/or pickle cards in Nebraska.

**sign here**

Signature of Bingo Chairperson \_\_\_\_\_ Date \_\_\_\_\_ ( ) Daytime Telephone Number \_\_\_\_\_

**MEMBER(S) DESIGNATED AS ALTERNATE BINGO CHAIRPERSON**

**16** Please attach a sheet showing names, addresses, social security numbers, years of membership, and dates of birth. (Maximum of Three)

**SIGNATURE OF OFFICER**

**sign here**

Under penalties of law, I declare that I have examined this schedule and to the best of my knowledge and belief, it is correct and complete. I will comply with all of the provisions of the Nebraska Bingo Act and the regulations adopted under such Act.

Signature of Officer Listed on Line 15 of Form 50 \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_ ( ) Daytime Telephone Number \_\_\_\_\_  
 or Person Authorized by Power of Attorney

## INSTRUCTIONS

**WHO MUST FILE.** Any nonprofit organization or volunteer fire company or volunteer first-aid, rescue, ambulance, or emergency squad applying for a license to conduct bingo must complete and attach the Nebraska Schedule I — Bingo License to its Nebraska Application for Bingo, Lottery, Raffle, or Lottery by Pickle Card, Form 50. A new Nebraska Schedule I must be filed whenever the information contained in the schedule changes.

**WHEN AND WHERE TO FILE.** This schedule must be filed with all applications for a bingo license. **Changes in bingo location and/or changes in days and/or time bingo is conducted must be submitted in writing by the organization's bingo chairperson or gaming manager at least thirty (30) days in advance and must be approved by the Department prior to their implementation. Changes in other information reported on this schedule, such as designating a new bingo chairperson, must be submitted to the Department by the organization's bingo chairperson or utilization of funds member within 30 days of the change.**

The Nebraska Schedule I, and copies of any applicable lease agreements, must be attached to the Nebraska Application for Bingo, Lottery, Raffle, or Lottery by Pickle Card, Form 50, and mailed to the Nebraska Department of Revenue, Charitable Gaming Division, P.O. Box 94855, Lincoln, Nebraska 68509-4855. **Please make a copy of this application for your records.**

### SPECIFIC INSTRUCTIONS

**LINE 2.** Indicate the location name and address of the structure/building where your organization will conduct its bingo occasions. An organization may only conduct bingo in the county where its principal office is located.

**LINE 3.** Indicate whether the bingo location is owned or rented by your organization. If the bingo location is not owned and rent is not charged, indicate that the bingo location is rented. If rented, a copy of the lease agreement must be provided with the application and is subject to approval by the Department.

**LINE 4.** If the bingo location is rented, indicate the amount of rent that is paid.

If the amount of rent is greater than \$250 per month, the person who is leasing the premises to your organization must obtain a commercial lessor's license. A nonprofit organization renting its premises solely to its own auxiliary is not required to obtain a commercial lessor's license. Bingo may not be conducted at the premises until such time as the lessor has physical possession of the commercial lessor's license issued by the Department.

**LINE 6.** Indicate whether the bingo equipment to be used at your bingo occasion is owned or rented by your organization. If rented, a copy of the lease agreement must be provided with the application and is subject to approval by the Department.

**LINE 9.** **Class II license applicants** must indicate the price to be charged for each single sheet, packet, or book of bingo

paper sold at their bingo occasion (for example, a 9-on 13-up packet may sell for \$9). Specify color of singles, if applicable. **Class I and Class II license applicants** who intend to use electronic bingo card monitoring devices must indicate the price to be charged for each single sheet, packet, or book of bingo paper available for play on an electronic bingo card monitoring device.

**LINE 10.** Indicate the frequency in which the organization will conduct bingo: once a week, twice a week, or other. If other, provide an explanation. For example, once a month, during county fair, etc.

**LINE 11.** Indicate the days and times the bingo occasions will be held. For starting time, please indicate the approximate time the first number is called. No bingo occasion, except a limited period bingo, may last longer than six (6) consecutive hours. An organization licensed to conduct bingo may hold ten (10) bingo occasions per month. However, no more than two (2) bingo occasions per week may be held within the same structure/building unless otherwise authorized by the Department. There must be a minimum of three (3) hours between bingo occasions conducted at the same premises.

**LINES 13 AND 14.** Indicate the name of any cosponsoring organization and its Nebraska identification number. In order to be a cosponsoring organization for the conduct of bingo, the organization must be licensed with the Department.

**LINES 15 AND 16.** Your organization must designate a member as its "bingo chairperson." On line 15, indicate this individual's social security number, name, address, date of birth, and number of years he or she has been a member of your organization. The bingo chairperson must be present for the duration of each bingo occasion conducted by a Class I bingo licensee; however, the chairperson may designate another member of the organization to take his or her place at the bingo occasion. Provide the name(s) of the individual(s), up to a maximum of three, designated as an alternate bingo chairperson on line 16. For Class II bingo licensees, the bingo chairperson or the alternate bingo chairperson is not required to be present at each bingo occasion; however, he or she may substitute for the gaming manager in emergency situations. The bingo chairperson or alternate bingo chairperson may not be licensed as a gaming manager. The bingo chairperson or the utilization of funds member is responsible for notifying the Department, in writing, if any information included on this application changes.

**SIGNATURES.** The Nebraska Schedule I — Bingo License must be signed by the bingo chairperson designated on line 15 and one of the officers of the organization listed on line 15 of the Nebraska Application for Bingo, Lottery, Raffle, or Lottery by Pickle Card, Form 50. Persons who are not listed on line 15 who have signed the application must attach a completed Power of Attorney, Form 33CG.

Any questions regarding the completion of the Nebraska Schedule I — Bingo License should be addressed to the Nebraska Department of Revenue, Charitable Gaming Division, P.O. Box 94855, Lincoln, Nebraska 68509-4855, telephone (402) 471-5937 or toll free (877) 564-1315.