

BINGO LICENSE INSTRUCTIONS
DEPARTMENT OF LICENSES AND INSPECTIONS

LICENSE ELIGIBILITY:

All associations, for a charitable or civic purpose and which have been in existence for two years prior to application, are eligible to be licensed to conduct Bingo games.

LICENSE REQUIREMENTS:

1. Complete application provided by the License Issuance Unit. All City Ordinances and Regulations must be completed prior to issuance of the license.
2. The Licensee shall pay an annual license fee of:
 - A- Associations (Non-Profit) - \$100.00 per annum.
 - B- Senior Citizen's Group (members only) - \$50.00 per annum.
 - C- Agricultural Association of County Fair - \$100.00 per annum.
3. Completed applications should be submitted to address listed below:

Department of Licenses & Inspections
License Issuance Unit
1401 John F. Kennedy Blvd. - Concourse Level
Philadelphia, Pa. 19102

The application must be properly notarized prior to submission.
DO NOT SEND CHECK UNTIL APPLICATION IS APPROVED.

4. No Association may hire any person not a bona-fide member of the association to manage, set up bingo, operate or actually run the game of bingo, except those associations which:

Obtain a yearly license to conduct bingo at carnivals or expositions not exceeding ten days in duration and operate bingo for merchandise only.

No person may be employed in the operation or actual running of a bingo game for compensation greater the \$50.00 per day or any part thereof.

5. The Association must be the owner of the premises upon which bingo is to be played or if the premises is leased there must be a written agreement. Rental may not be determined by the amount of the receipts realized from the playing of bingo.
6. License issued must be displayed at bingo games conducted by licensee.

CONDUCT OF BINGO GAMES:

1. The Association shall not conduct the playing of bingo more than twice per week in any one week, except those associations licensed to conduct bingo at carnivals or expositions not exceeding ten days in duration.

2. Bingo must be played with a standard card or board containing five horizontal rows all but the central one containing five figures. The central row has four figures with a word "Free" marked in the center thereof. Any pre-announced combination of spaces when completed by a player constitutes a bingo.

3. A bingo prize shall not exceed a value of \$250.00 for any one such game of bingo except for jackpot games which shall not exceed \$2,000.00 for one such game of bingo. No more than \$4,000.00 in total prizes may be awarded in any calendar day by an Association.

4. The Association shall not permit any person under the age of 18 to play bingo unless accompanied by an adult.

5. License will permit bingo game at one location within City boundaries. The Association shall be permitted to conduct the game of bingo at the Association's exposition or carnival site in addition to the regularly schedule games for which the license was originally granted for a period not to exceed ten days.

6. No supplier of merchandise shall have a primary interest in the operation or proceeds of the bingo game. The Association must be the owner of the equipment used in conducting the bingo game.

REVOCAION OF LICENSE:

1. The License is conditioned upon continued compliance with the State Bingo Law and all applicable City Ordinances and Regulations. The license is subject to revocation for violation of any provision of the State Bingo Law, City Ordinance or Regulation.

2. The premise upon which bingo is to be played is subject to inspection at any time to determine compliance.

3. Any Association or person violating the State Bingo Law, City Ordinance or Regulation is subject to fines of up to \$10,000.00 and imprisonment of up to 5 years, in addition to revocation of license. Upon conviction, an Association is ineligible for a license renewal for 30 months.