

I want to:

Amend my Charity Gaming License

Processing may take up to 30 days.

You can amend your Charity Gaming License to change the Date; Time; and Location of a licensed event. You may also use Form CG-AM, Amendment Request, to add or remove Operators, Workers and Volunteer Ticket Agent's (VTA's).

Complete all pertinent sections of the form. In the event you are changing the location of your event, please make sure to attach a copy of the new lease, rental agreement or donation statement if applicable. When adding Operators or Workers, please provide all of the requested information, such as the Name, Address, Drivers License Number, Date of Birth, Date Joined Organization/Employment and if the individual is a member, employee or bartender (check all that apply). Failure to provide all of the requested information may delay the completion of the amendment. The amendment request must be signed by the Presiding Officer and the Secretary of the organization.

Remember: You may not use the new operators, workers or VTA's until you receive notice of the approved amendment.

You may not amend the **Type** of License.

The cost to amend a license is twenty-five dollars (\$25). **The processing fee must be paid by a check from your separate and segregated charity gaming checking account.** Note: If you are simply adding or removing workers, there is no fee.

If you want to add Volunteer Ticket Agent's (VTA's) please contact our office at 317-232-4646.

[CG-AM](#)

License Amendment Request(s)