Bingo Application

Bingo licenses are issued by the State with the City of Scottsdale reviewing the proposal and providing a "local governing body endorsement". This form must be completed and submitted to the Planning & Development Services Department along with the supplemental documents listed below and applicable local governing body fee to initiate the City of Scottsdale's local governing body review of a bingo license application. Requirements of this application are pursuant to Arizona Revised Statutes, Title 5, Chapter 4 and Arizona Administrative Rules, Title 15, Chapter 7. https://azdor.gov/

Application Type:

☐ Initial License ☐ Transfer of Location for Existing License

If existing license, provide license number: _____

License Class Type: ☐ A ($5) ☐ B ($25) ☐ C ($50) **fee collected after submittal*

APPLICANT

Company Name: _____ (if applicant is an organization, list organization name)

Applicant Contact: _____ Applicant Phone: _____

Applicant Email: _____ Applicant Fax: _____

Applicant Address: _____ Applicant Cell: _____

LOCATION

Name: _____(If organization is not property owner, see Item (3) below of Supplemental Requirements)

Address: _____ Zip Code: _____

Property owner (if not organization): _____ Property owner phone: _____

Have bingo games been held at this location in the past? ☐ No

☐ Yes If yes, provide dates: _____

If new location, provide address of old location: _____

Will the bingo events be open to the public or members only? ☐ Public ☐ Members only

Is there an existing or proposed liquor license at this location? ☐ Existing ☐ Proposed ☐ None/Neither

DESIGNEES

Manager(s): _____ Proceeds Coordinator: _____

(one or two people) (one person)

Supervisor(s): _____ Assistant(s): _____

(at least one person) (at least one person, not required for Class A license)

Supplemental Requirements:

1. If applicant is a qualified organization, provide the names and addresses of its officers.
2. Narrative describing the nature and purpose of the proposed bingo (i.e. social gatherings, fundraising, charity, etc.) and the projected use of net proceeds of the bingo events.
3. If the bingo events are not the primary use for the building at which the bingo events are being held, provide a description of the normal use(s) for which the building is used.
4. List of prizes to be awarded including the approximate dollar value of prizes.
5. Provide a schedule, by day of the week and specific times, of bingo events.
6. Provide existing number of parking spaces on-site.

Staff Contact

PlanningInfo@scottsdaleaz.gov • Phone: 480-312-7767