



Bingo License Application Instructions

1. Please type or print legibly.

2. License types:

Associations which conduct bingo during one period each year for not more **than three consecutive days** shall pay a \$15 annual licensing fee. School/school organizations cannot get a three-day Bingo license since they cannot get another one for a **FULL 365 days**, [and officers change frequently] (Centre County rule).

Recognized senior citizens' groups who conduct bingo for their members only shall pay a fee of \$50 per year.

License fee for all **other non-profit associations**, including agricultural associations and county fairs, is \$100 per year.

3. The association must have existed and conducted business in furtherance of its written constitution, charter, articles of incorporation or express purpose **for two full years** ** prior to applying for a license. (Two year existence – the time starts when the 501C3 is approved.)

** Exception: an association whose membership consists exclusively of elderly residents of a senior citizen housing project may apply for a license immediately after it is organized.

4. The application must be signed in front of a notary - authorized signature is of either the **Executive Officer/President** or **Secretary** of the association **ONLY**.

5. Application must be submitted in person or by mail with the appropriate fee to the:

**Centre County Treasurers Office
420 Holmes Street
Bellefonte, PA 16823
Phone: (814) 355-6810**