



Serving with Pride

WINCHESTER POLICE DEPARTMENT

Town of Winchester~City of Winsted

338 Main Street

Winsted, Connecticut 06098

Telephone (860) 379-2721

FAX (860) 738-6957

"Excellence through Community Partnerships"



Remember with Honor

BINGO APPLICATION

- Complete the attached application. All sections that are highlighted in yellow must be completed. The application must be notarized by a Notary Public.
- Please include an original identifiable admission card (BINGO card). A photocopy cannot be accepted.
- Fee schedule is attached. If this is a one-time BINGO event, the fee is \$10.00, payable in cash or a check made payable to Town of Winchester.
- Return your completed application to the Winchester Police Department. The application will be reviewed by the Records Department and the Chief of Police.
- Your signed BINGO permit will mailed to you, unless you indicate otherwise.
- Please call 860-379-2721 Ext. 344 with any questions, or email kvenezia@townofwinchester.org

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APPLICATION FOR PERMIT TO CONDUCT BINGO CHARITABLE GAMES

"Excellence through Community Partnerships"

INSTRUCTIONS:

1. Print or type and, if necessary, use additional sheets. Have application notarized.
2. The completed form must be mailed to:

TO:	PERMIT NUMBER
NAME OF ORGANIZATION	IDENTIFICATION NUMBER
ADDRESS OF ORGANIZATION (No. and Street) (City or Town) (State) (Zip Code)	DATE ORGANIZED
MAILING ADDRESS (No. and Street) (City or Town) (State) (Zip Code)	TELEPHONE NUMBER

OFFICERS OF THE ORGANIZATION

1. NAME (Last, First, Middle)	TITLE	3. NAME (Last, First, Middle)	TITLE
2.		4.	

ORGANIZATION MEMBERS WHO ARE HOLDERS OF PERSONAL IDENTIFICATION NUMBERS

(Designate Member-in-Charge's Name With An Asterisk)

1. NAME (Last, First, Middle)	P.I.N.	5. NAME (Last, First, Middle)	P.I.N.
2.		6.	
3.		7.	
4.		8.	

MEMBER IN CHARGE: Is the Member in Charge a bona-fide, active member of the organization and a member in good standing for at least six months?

YES NO

Check Type of Permit Applied for and Indicate Day(s) and Date(s):

CLASS A (One day each week from issue date to 9/30) (Fee: \$75.00)

CLASS B (Maximum of ten successive days) (Fee: \$5.00 per day)

DAY OF WEEK: _____ TIME: _____ TO: _____

DATE: _____ TO: _____ TIME: _____ TO: _____

CLASS C (One day each month from issue date to 9/30) (Fee: \$50.00)

JAN ___/___/___ FROM: _____ am TO: _____ am	JUL ___/___/___ FROM: _____ am TO: _____ am
FEB ___/___/___ FROM: _____ pm TO: _____ pm	AUG ___/___/___ FROM: _____ pm TO: _____ pm
MAR ___/___/___ FROM: _____ am TO: _____ am	SEP ___/___/___ FROM: _____ am TO: _____ am
APR ___/___/___ FROM: _____ pm TO: _____ pm	OCT ___/___/___ FROM: _____ pm TO: _____ pm
MAY ___/___/___ FROM: _____ am TO: _____ am	NOV ___/___/___ FROM: _____ am TO: _____ am
JUN ___/___/___ FROM: _____ pm TO: _____ pm	DEC ___/___/___ FROM: _____ pm TO: _____ pm

ADDRESS WHERE BINGO WILL BE PLAYED (No. and Street) (City or Town) (State) (Zip Code)	MAXIMUM SEATING CAPACITY ACCORDING TO LAW:
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WHO OWNS THESE PREMISES? (Name) (No. and Street) (City or Town) (State) (Zip Code)	RENTING/LEASING? <input type="checkbox"/> YES <input type="checkbox"/> NO	FOR OFFICE USE ONLY
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I, the undersigned ranking officer of subject organization, do hereby state that all Bingo sessions operated by subject organization under this permit will be conducted in compliance with the Connecticut General Statutes and with all Administrative Regulations concerning Bingo Games.

SIGNED (Ranking Officer)	DATE (Mo., Day, Yr.)
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Personally appeared the signer of the foregoing statement and made oath before me to the truth of matters contained therein.	SIGNED (Notary Public)	MY COMMISSION EXPIRES:
	DATE (Mo., Day, Yr.)	
	DATE (Mo., Day, Yr.)	

Application for Bingo Permit is approved

BINGO SUPPLEMENTAL FORM

INSTRUCTIONS:

- 1. Print or type, and attach all required material.
- 2. The completed form must be mailed to:

TO: _____	IDENTIFICATION NUMBER _____
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MEMBER IN CHARGE

Name (please print): _____

Home telephone number: (_____) _____

Work telephone number: (_____) _____

I, the undersigned Member In Charge of the subject organization, do hereby state that I have read the Connecticut General Statutes governing Bingo and the Administrative Regulations, Operation Of Bingo Games, and that I will be responsible for the holding, operation and conduct of all Bingo sessions in accordance with the terms of the permit, and the provisions of the Bingo law and the administrative regulations governing Bingo.

SIGNED (Member In Charge) _____

DATE (Mo., Day, Yr.) _____

BINGO SESSION

Provide the time the doors open to the public: _____

Provide the time the sale of cards or sheets begins: _____

Provide the time balls will be drawn for the bonanza game (if any): _____

Provide the time the bingo games will start: _____

SPECIAL BINGO BANK ACCOUNT (for Class A&C ONLY)

Account number: _____

Attach a voided (not cancelled) check from the special bingo bank account in the space provided below:

ATTACH VOIDED CHECK HERE
(please staple the check on the left edge of the paper)

ATTACHMENT

Attach one original identifiable admission card, sheet or ticket. A photocopy is not acceptable.

Connecticut State Department of Consumer Protection

(/dcp)

[CT.gov Home](#) / [Department of Consumer Protection](#) / [/dcp](#) Bingo, Bazaar and Raffle Information for Organizations and Municipal Officials in Connecticut

Bingo, Bazaar and Raffle Information for Organizations and Municipal Officials in Connecticut

The decision to permit bingo, bazaars, and raffles is voted upon by each municipality. Bingo statutes are [C.G.S. 7-169 through 7-169e](#) (https://www.cga.ct.gov/current/pub/chap_098.htm#sec_7-169). Bazaar and Raffle statutes are [C.G.S. 7-170 through 7-186](#) (https://www.cga.ct.gov/current/pub/chap_098.htm#sec_7-170).

Please note, the Connecticut Department of Consumer Protection (DCP) is responsible for permitting sealed ticket activities and registering manufacturers and distributors of sealed ticket game products and equipment. DCP is also responsible for registering qualified equipment dealers of bingo, bazaar and raffle equipment. All other permits related to bingo, bazaars and raffles are the responsibility of the municipalities.

Bingo

Each municipality is responsible for permitting and enforcement of all bingo games, bazaars and raffles taking place in their town.

In addition, post-event reporting must be made to the municipality that issued the permit. The chief of police is responsible for the permitting and enforcement of bingo games. If there is no chief of police, then the municipality's chief executive officer is responsible.

Bingo Information

Bingo registrations are issued to qualifying non-profit organizations in the municipality. These organizations must be charitable, civic, educational, fraternal, veterans' or religious organization, volunteer fire departments or grange that have been established for at least two years.

Every organization that applies for a bingo permit, must register with the municipal official and receive an identification number. Upon receiving its initial registration, an organization may apply for a bingo permit.

Each permit allows for 15-40 bingo games per day. The following permits are available:

	LENGTH OF TIME BINGO MAY BE PLAYED AND PERMIT IS VALID	NUMBER OF PERMITS ALLOWED	PERMIT FEE
CLASS A BINGO	One day each week – (Minimum 15/Maximum 40 bingo games per session) <i>(permit must be renewed annually)</i>	1 per year	Not to exceed \$75.00
CLASS B BINGO	Up to ten successive days – (Minimum 15/Maximum 40 bingo games per session) <i>(permit expires no more than 10 days from approved start date, up to 2 permits per organization allowed annually)</i>	2 per year	Not to exceed \$10 per day
CLASS C BINGO	One day each month – (Minimum 15/Maximum 40 bingo games per session) <i>(permit must be renewed annually)</i>	1 per year	Not to exceed \$50.00

Recreational Bingo may be operated by senior citizen organizations and Parent Teacher Organizations/Parent Teacher Associations who are permitted by the municipality. Recreational bingo permits do not allow for fundraising. These organizations must apply for a separate permit for fundraising purposes.

- **Recreational Bingo Registration for Senior Citizens** - Organizations consisting of members 60 years of age and older (one time registration issued for the life of the organization and does not need to be renewed)
- **Recreational Bingo Registration for Parent Teacher Associations or Organization** (annual registration) - PTA/PTO groups that desire to conduct bingo to raise funds rather than for recreational purposes must comply with charitable games bingo statutes.

Within 10 days after each bingo event, the organization is required to file a financial return with the municipality, providing pertinent event information including the gross receipts, prizes awarded and net profit, of which a payment of 5 percent of the gross receipts of the bingo session, less the prizes awarded, will be paid to the municipality.

Bingo Application and Report Forms



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Bingo/Bazaar/Raffle Fees

PERMIT CLASS	DESCRIPTION	NUMBER OF PERMITS ALLOWED	FEE TO BE PAID FOR PERMIT
BINGO			
Eligible Organization = Charitable, civic, education, fraternal, veterans' or religious organization, volunteer fire department or grange			
Class A	Annual one-day-week permit and shall permit the conduct of not more than 40 and not less than 15 games on such day.	1 per year	\$75.00
Class B	Shall permit not more than 40 and not less than 15 bingo games per day for a maximum ten successive days.	Not more than 2 during any 12 month period	\$10.00 per day
Class C	Annual one-day-per-month permit and shall permit the conduct of not more than 40 and not less than 15 games on such day.	1 per year	\$50.00
EXEMPTIONS			
Organization whose membership consist of persons 60 year old or over	May conduct bingo games for the amusement and recreation of members without permit provided: <p style="text-align: right;">does</p> not charge in excess of \$1.00 for admission; prizes and awards do not exceed \$50.00 and only active members of such organization assist in operation of game without compensation.		
PTA	May conduct bingo games for the amusement and recreation of members without permit provided: Registers annually with municipal official pay fee; <p style="text-align: right;">does</p> not charge in excess of \$1.00 for admission; prizes and awards do not exceed \$50.00 and only active members of such organization assist in operation of game without compensation.		\$75.00 per year