

City of Temecula

41000 Main Street
P.O. Box 9033
Temecula, California 92589-9033
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CHARITABLE ORGANIZATION BINGO LICENSE

Introduction

This handout summarizes Temecula's Charitable Organization Bingo License application requirements. Charitable Organization Bingo License standards are specified in Chapter 9.50 to the Temecula Municipal Code.

What is Bingo?

Bingo is defined as a game of chance in which prizes are awarded on the basis of designated numbers or symbols on a card which confirm to numbers or symbols selected at random. The game may include cards having numbers or symbols which are concealed and preprinted in a manner providing for distribution of prizes. The winning cards shall not be known prior to the game by a person participating in the bingo game.

What is the Purpose and Intent of a Charitable Organization Bingo License?

The purpose of a Charitable Organization Bingo License is to authorize qualified charitable organizations to conduct bingo games within the City limits for charitable purposes. Qualified organizations include mobile home park associations, senior citizens organizations, and those organizations exempted from the payment of bank and corporation taxes by Sections 23701a, 23701b, 23701d, 23701e, 23701f, 23701g and 23701h of the California Revenue and Taxation Code.

What is the Term of a Charitable Organization Bingo License?

A Charitable Organization Bingo License is valid for a period of twelve (12) months.

Where can Bingo Games be Held?

A qualified organization can conduct a bingo game only on property owned or leased by it, or on property whose use is donated to such an organization, and which property is used by such organization for an office or for the performance of purposes for which the organization is organized.

Who can Participate in Charitable Bingo Games?

All charitable bingo games shall be open to the public and not limited to the members of the qualified organization. No person shall be allowed to participate in a bingo game unless the person is physically present at the time and place in which the bingo game is being conducted. Additionally, minors are not allowed to participate in any bingo games.

How do I obtain approval for a Charitable Organization Bingo License?

An application, available at the Planning Department, needs to be filled out with required information and submitted with a fee. The Planning Department will review this information to determine if the criteria can be met for approval. Upon completion of a background check of the applicant, the City Manager or his designee shall approve, conditionally approve or deny the application for a Charitable Organization Bingo License. This process usually takes approximately two weeks.

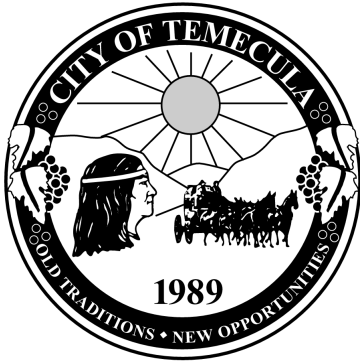
What are the Primary Criteria for Approval?

- Upon receipt of an application for a Charitable Organization Bingo License, the City Manager or his designee shall investigate the information provided in the application and the character of the applicant, and may examine the premises to be used for the bingo games or games.
- No person shall receive pay, profit, wages, salary or a percentage from any bingo game.
- Only the charitable organization authorized to conduct a game shall hold a financial interest in the conduct of the game.
- All profits that a qualified charitable organization derives from a bingo game shall be kept in a special fund or account and shall not be commingled with any other fund or account. Such profits shall be used only for charitable purposes.
- The total value of prizes awarded during the operation of bingo games shall not exceed two hundred fifty dollars (\$250.00) for each separate game.
- The licensee shall have the bingo license, lists of approved staff and accounting documents relating to all monies collected, disbursed and distributed available to such peace officer for inspection at all times during any bingo game or during the business hours of a licensee.
- The licensee shall submit a complete financial report accounting for the funds remaining or distributed for charitable purposes to the City of Temecula Finance Department each month.
- The City Manager has the authority to deny any application for a Charitable Organization Bingo License if the applicant: a) does not fulfill the specific requirements for such license as set forth in this chapter; b) has knowingly made any false, misleading or fraudulent statement of a material fact in the application; c) is not of good moral character; or (d) is unfit to conduct bingo games.
- The City Manager may also suspend or revoke a bingo license.

Where can I review Charitable Organization Bingo License Standards?

This information is available for review at the Planning Department and on the web at:

www.cityoftemecula.org.



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Date Stamp

CHARITABLE ORGANIZATION BINGO LICENSE

(One Year in Duration)

Temecula Municipal Code Chapter 9.50

Planning Application No. _____

PROJECT INFORMATION (INCOMPLETE APPLICATIONS CANNOT BE ACCEPTED)

Project Title: _____

Assessor's Parcel No(s): _____

Street Address (es): _____

General Location: _____

ADDITIONAL PROJECT INFORMATION

Date(s) of Proposed Event: _____

Estimated Daily Attendance of Event: _____

Hours of Operation: _____

Number of On-Site Parking Spaces at Project Location: _____

CHARITABLE ORGANIZATION DOCUMENTATION

Most charitable organizations in California seek income tax exempt status under the federal Internal Revenue Code Section 501(c)(3) and California Revenue and Taxation Code Section 23701(d). A Section 501(c)(3) organization must be organized and operated exclusively for religious, charitable, scientific, test for public safety, literary or educational purposes. As such, the articles of incorporation include language limiting the purposes of the organization and operation to one or more of the exempt purposes set forth in Section 501(c)(3). In order to insure compliance with the City's Bingo Ordinance, the following must be provided with the charitable organization's application:

- **Articles of Incorporation as filed with the Secretary of State**
- **Annual Information Statement as filed with the Secretary of State**
- **Franchise Tax Exemption Certificate (Also, IRS 501(c)(3))**
- **Registration with the Attorney General's Registry of Charitable Trusts**
- **Monthly Statement of Revenues and Expenditures and Financial Disclosure Reports**

APPLICANT/REPRESENTATIVE/OWNER INFORMATION

CHARITABLE ORGANIZATION _____

PHONE NO. _____ FAX NO. _____

ADDRESS _____
STREET CITY STATE ZIP

E-MAIL _____

APPLICANT/REPRESENTATIVE _____
LAST FIRST MI

PHONE NO. _____ FAX NO. _____

ADDRESS _____
STREET CITY STATE ZIP

E-MAIL _____

CALIFORNIA DRIVER'S LICENSE # _____ DATE OF BIRTH _____

PROPERTY OWNER _____
LAST FIRST MI

PHONE NO. _____ FAX NO. _____

ADDRESS _____
STREET CITY STATE ZIP

E-MAIL _____

I certify under the penalty of perjury of the laws of the State of California that all the information provided in this application is true and correct. My signature also authorizes the City of Temecula, its staff and agents to seek information and conduct an investigation, including, but not limited to, a records check of prior convictions, into the truth of the statements set forth in the application and my qualifications for the permit. I further understand that an incomplete application will result in delays to the processing of my application.

Applicant's Signature _____ Date: _____

Owner Certification (multiple parcels will require authorization from each property owner)

I certify under the penalty of the laws of the State of California that I am the property owner of the property that is the subject matter of this application and I am authorizing to and hereby do consent to the filing of this application and acknowledge that the final approval by the City of Temecula, if any, may result in restrictions, limitations and construction obligations being imposed on this real property.

Owner/Authorized Agent Signature: _____ Date: _____

Print Name: _____

Written authorization from the legal property owner is required. An authorized agent for the owner must attach a notarized letter of authorization from the legal property owner.

PLANNING DEPARTMENT

CHARITABLE ORGANIZATION BINGO LICENSE APPLICATION SUBMITTAL REQUIREMENTS

Initial Submittal Requirements	
Completed and Signed Application and Filing Fee	1
Statement of Operations (Described in Section A)	1
Articles of Incorporation as filed with Secretary of State	1
Annual Information Statement as filed with the Secretary of State	1
Franchise Tax Exemption Certificate (Also, IRS 501(c)(3))	1
Registration with the Attorney General's Registry of Charitable Trusts	1
Monthly Statement of Revenues and Expenditures and Financial Disclosure Reports	1
City of Temecula Business License (No Fee Non-Profit)	1

SECTION A. STATEMENT OF OPERATIONS

Provide a written statement outlining your request for a Temporary Use Permit. Your response must give a detailed description of the proposed use and shall include, but is not be limited to:

- A detailed description of the equipment proposed for the event.
- Hours and days of operation.
- Number of employees.
- Proposed private security (If required)
- Amount of required parking.
- Estimated number of people in attendance.