



## SESSION SCHEDULE CHECKLIST

The following checklist has been developed to assist you when preparing and submitting a **Session Schedule Form**.

- 1. Please include your State License Number (**EX: G-0005670**), if applicable.
- 2. A correct fax number must be provided in order for the Office to fax a license.
- 3. Organization Official must complete the amount of rent per session and provide a lease, if applicable.
- 4. When submitting a request to *add or delete* a session(s), *organization official and commercial lessor/non-commercial lessor* **must** sign the form approving the session(s).
- 5. List **all** dates and times of events. Enter the starting time of a session as the time the organization will begin selling paper/pulltabs. **Circle AM or PM, Length, and Add or Delete.**
- 6. **Additional Session Schedule**
  - A. If organization has events at more than one location, complete a form for each location and include lease agreement, if applicable.
  - B. List all dates, times and length of sessions for each additional location.
- 7. **Lease Agreement**
  - A. If organization is paying rent for any location, submit a signed lease agreement.
  - B. Lease agreements must include all dates and times organization is to conduct gaming activities.
- 8. **When changing schedule of dates and times, give specific dates and times. Use the Calendar Schedule for changing multiple sessions.**
  - A. Circle add or delete
  - B. Circle a.m. or p.m.
  - C. Enter the time.
  - D. Enter the length of session: 2 hours, 4 hours or 6 hours. Session cannot exceed 6 hours.
- 9. The **second and subsequent revisions** to your license must be accompanied by a **\$25 check**, made payable to "*Office of Charitable Gaming*" and written on the gaming account.

If you have questions concerning any application information, contact the Office at 1-800-562-9235 or locally at 225-925-1835. You may also visit our website at [www.ocg.louisiana.gov](http://www.ocg.louisiana.gov).



**Office of Charitable Gaming**  
 PO BOX 98502, Baton Rouge, LA 70884-9502  
 (225) 925-1835 or (800) 562-9235 FAX (225) 925-7069  
 www.ocg.louisiana.gov

### Session Schedule

- ORIGINAL APPLICATION
- RENEWAL
- REQUEST CHANGE TO LICENSE

License Year Ending 6/30/20\_\_

State License Number:

G- \_\_\_\_\_

**\*\*\* Please use one form per location where games are played \*\*\***

Name of Organization		Organization Fax Number (where you want the license faxed) ( )
Name of Building Where Games are Conducted	Building Phone # ( )	Building Fax Number ( )
Physical Address of Building (Include City & Zip Code)		Parish of Building
Amount of rent per session: \$ _____ (Attach copy of rental or lease agreement)	<input type="checkbox"/> Check here if building is owned by organization or provided free of charge.	

1. **Only one FAX per modification.**
2. **Change requests must be submitted no later than 5 business days in advance to guarantee approval.**
3. **Change requests not completed properly will cause a delay in receiving your license.**
4. **The second and subsequent changes to your license must be accompanied by a \$25 check, made payable to "Office of Charitable Gaming" and written on the gaming account.**
5. **This form must be signed by an organization official or Member-In-Charge and the commercial or non-commercial lessor.**
6. **For additional dates, use schedule calendar.**

INDICATE REQUESTED CHANGE:					CHECK ONE:	
DAY	DATE	TIME	AM/PM	LENGTH	DELETE	ADD

**The Office has the right to deny modification if organization is in arrears.**

Organization Official (print)	Signature <b>X</b>	Date	Daytime Phone # & Area Code
Commercial/Non-Commercial Lessor <i>(only required on modifications)</i>	Signature <b>X</b>	Date	Daytime Phone # & Area Code

DO NOT WRITE BELOW THIS LINE	
Check Number _____	<input type="checkbox"/> APPROVED
Receipt Number <b>C</b> -_____	<input type="checkbox"/> DENIED
Date Entered _____	Due to: <input type="checkbox"/> Conflicting Times <input type="checkbox"/> No Modification Fee
Initials _____	<input type="checkbox"/> No Signature <input type="checkbox"/> Other
	Approved by: _____ Date: _____
	Lease Agreement: _____ Device Agreement: _____

## Office of Charitable Gaming

State License # G-

Organization Name:	Signature of Organization Official Approval: <small>(Required)</small>	Date signed:	Organization Phone #
Building Where Games are Held:	Lessor (Hall) Approval (Required)	Date signed:	Hall Contact Phone #:
Rent Amount \$	Fax Number <small>(where you want the license faxed)</small> :		

Building Address:

**( ) Check if this schedule will delete all sessions previously submitted for this month.**

1. Change requests must be submitted no later than **5 (five)** business days in advance.
2. Submit the entire year's schedule to avoid additional charges and/or delays.
3. Enter time and length of session and circle AM or PM and Add or Delete.

### July 2013

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	<b>1</b> Add Delete Time: AM PM Length:	<b>2</b> Add Delete Time: AM PM Length:	<b>3</b> Add Delete Time: AM PM Length:	<b>4</b> Add Delete Time: AM PM Length:	<b>5</b> Add Delete Time: AM PM Length:	<b>6</b> Add Delete Time: AM PM Length:
<b>7</b> Add Delete Time: AM PM Length:	<b>8</b> Add Delete Time: AM PM Length:	<b>9</b> Add Delete Time: AM PM Length:	<b>10</b> Add Delete Time: AM PM Length:	<b>11</b> Add Delete Time: AM PM Length:	<b>12</b> Add Delete Time: AM PM Length:	<b>13</b> Add Delete Time: AM PM Length:
<b>14</b> Add Delete Time: AM PM Length:	<b>15</b> Add Delete Time: AM PM Length:	<b>16</b> Add Delete Time: AM PM Length:	<b>17</b> Add Delete Time: AM PM Length:	<b>18</b> Add Delete Time: AM PM Length:	<b>19</b> Add Delete Time: AM PM Length:	<b>20</b> Add Delete Time: AM PM Length:
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<b>28</b> Add Delete Time: AM PM Length:	<b>29</b> Add Delete Time: AM PM Length:	<b>30</b> Add Delete Time: AM PM Length:	<b>31</b> Add Delete Time: AM PM Length:	<i>Holidays: July 4<sup>th</sup> – Independence Day</i>  <i>Holidays are listed for your information only. There may be others not listed. Sessions may be scheduled on these days.</i>		

**If any requested session conflicts with another organization's scheduled session, yours will not be approved.  
The Office has the right to deny modification if the organization is in arrears.**

<b>Office of Charitable Gaming</b>		State License #G-	
Organization Name:	Signature of Organization Official Approval: (Required)	Date signed:	Organization Phone # :
Building Where Games are Held:	Lessor (Hall) Approval (Required)	Date signed:	Hall Contact Phone #:
Rent Amount \$	Fax Number (where you want the license faxed)		

Building Address:	<input type="checkbox"/> <b>Check if this schedule will delete all sessions previously submitted for this month.</b> 1. Change requests must be submitted no later than <b>5 (five)</b> business days in advance. 2. Submit the entire year's schedule to avoid additional charges and/or delays. 3. Enter time and length of session and circle AM or PM and Add or Delete.
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### August 2013

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				<b>1</b> Add Delete Time: AM PM Length:	<b>2</b> Add Delete Time: AM PM Length:	<b>3</b> Add Delete Time: AM PM Length:
<b>4</b> Add Delete Time: AM PM Length:	<b>5</b> Add Delete Time: AM PM Length:	<b>6</b> Add Delete Time: AM PM Length:	<b>7</b> Add Delete Time: AM PM Length:	<b>8</b> Add Delete Time: AM PM Length:	<b>9</b> Add Delete Time: AM PM Length:	<b>10</b> Add Delete Time: AM PM Length:
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<b>Office of Charitable Gaming</b>				State License #G-		
Organization Name:		Signature of Organization Official Approval: (Required)		Date Signed:	Organization Phone #:	
Building Where Games are Held:		Lessor (Hall) Approval (Required)		Date Signed:	Hall Contact Phone #:	
Rent Amount \$		Fax Number (where you want the license faxed)				
Building Address:		<input type="checkbox"/> <b>Check if this schedule will delete all sessions previously submitted for this month.</b> 1. Change requests must be submitted no later than <b>5 (five)</b> business days in advance. 2. Submit the entire year's schedule to avoid additional charges and/or delays. 3. Enter time and length of session and circle AM or PM and Add or Delete.				
<b>September 2013</b>						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<i><b>Holiday: September 2<sup>nd</sup> – Labor Day</b></i>						
<i>Holidays are listed for your information only. There may be others not listed. Sessions may be scheduled on these days.</i>						
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
Add Delete Time: AM PM Length:	Add Delete Time: AM PM Length:	Add Delete Time: AM PM Length:	Add Delete Time: AM PM Length:	Add Delete Time: AM PM Length:	Add Delete Time: AM PM Length:	Add Delete Time: AM PM Length:
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Add Delete Time: AM PM Length:	Add Delete Time: AM PM Length:	Add Delete Time: AM PM Length:	Add Delete Time: AM PM Length:	Add Delete Time: AM PM Length:	Add Delete Time: AM PM Length:	Add Delete Time: AM PM Length:
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<b>29</b>	<b>30</b>	<b>If any requested session conflicts with another organization's scheduled session, yours will not be approved.</b>  <b>The office has the right to deny modification if organization is in arrears.</b>				
Add Delete Time: AM PM Length:	Add Delete Time: AM PM Length:					

<b>Office of Charitable Gaming</b>		State License #G-	
Organization Name:	Signature of Organization Official Approval: (Required)	Date signed:	Organization Phone #:
Building Where Games are Held:	Lessor (Hall) Approval (Required)	Date signed:	Hall Contact Phone #:
Rent Amount \$	Fax # (where you want the license faxed)		

Building Address:	<p><b>( ) Check if this schedule will delete all sessions previously submitted for this month.</b></p> <ol style="list-style-type: none"> <li>1. Change requests must be submitted no later than <b>5 (five)</b> business days in advance.</li> <li>2. Submit the entire year's schedule to avoid additional charges and/or delays.</li> <li>3. Enter time and length of session and circle AM or PM and Add or Delete.</li> </ol>
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### October 2013

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<i>Holiday: October 31st - Halloween</i>		<b>1</b> Add Delete Time: AM PM Length:	<b>2</b> Add Delete Time: AM PM Length:	<b>3</b> Add Delete Time: AM PM Length:	<b>4</b> Add Delete Time: AM PM Length:	<b>5</b> Add Delete Time: AM PM Length:
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Building Where Games are Held:	Lessor (Hall) Approval (Required)	Date Signed:	Hall Contact Phone #:
Rent Amount \$	Fax Number <small>(where you want the license faxed)</small>		

Building Address:	<p style="text-align: center;"><b>( ) Check if this schedule will delete all sessions previously submitted for this month.</b></p> <ol style="list-style-type: none"> <li>1. Change requests must be submitted no later than <b>5 (five)</b> business days in advance.</li> <li>2. Submit the entire year's schedule to avoid additional charges and/or delays.</li> <li>3. Enter time and length of session and circle AM or PM and Add or Delete.</li> </ol>
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### November 2013

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<p><b>Holidays:</b>                      November 1<sup>st</sup> – All Saints Day                      November 11<sup>th</sup> – Veterans Day                      November 28<sup>th</sup> – Thanksgiving Day</p>		<p><i>Holidays are listed for your information only. There may be others not listed.</i></p> <p><i>Sessions may be scheduled on these days.</i></p>			<p><b>1</b> Add Delete Time: AM PM Length:</p>	<p><b>2</b> Add Delete Time: AM PM Length:</p>
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<p><b>17</b> Add Delete Time: AM PM Length:</p>	<p><b>18</b> Add Delete Time: AM PM Length:</p>	<p><b>19</b> Add Delete Time: AM PM Length:</p>	<p><b>20</b> Add Delete Time: AM PM Length:</p>	<p><b>21</b> Add Delete Time: AM PM Length:</p>	<p><b>22</b> Add Delete Time: AM PM Length:</p>	<p><b>23</b> Add Delete Time: AM PM Length:</p>
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**Office of Charitable Gaming**

State License #G-

Organization Name:	Signature of Organization Official Approval: (Required)	Date Signed	Organization Phone #:
Building Where Games are Held:	Lessor (Hall) Approval (Required)	Date Signed:	Hall Contact Phone #:
Rent Amount \$	Fax Number (where you want the license faxed)		

Building Address:	<p><b>( ) Check if this schedule will delete all sessions previously submitted for this month.</b></p> <ol style="list-style-type: none"> <li>Change requests must be submitted no later than <b>5 (five)</b> business days in advance.</li> <li>Submit the entire year's schedule to avoid additional charges and/or delays.</li> <li>Enter time and length of session and circle AM or PM and Add or Delete.</li> </ol>
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**December 2013**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
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<p><b>Holidays:</b> December 24<sup>th</sup> &amp; 25<sup>th</sup> – Christmas December 31<sup>st</sup> – New Year's Eve</p>	<p><i>Holidays are listed for your information only. There may be others not listed.</i></p> <p><i>Sessions may be scheduled on these days.</i></p>
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<p><b>1</b> Add Delete Time: AM PM Length:</p>	<p><b>2</b> Add Delete Time: AM PM Length:</p>	<p><b>3</b> Add Delete Time: AM PM Length:</p>	<p><b>4</b> Add Delete Time: AM PM Length:</p>	<p><b>5</b> Add Delete Time: AM PM Length:</p>	<p><b>6</b> Add Delete Time: AM PM Length:</p>	<p><b>7</b> Add Delete Time: AM PM Length:</p>
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<p><b>29</b> Add Delete Time: AM PM Length:</p>	<p><b>30</b> Add Delete Time: AM PM Length:</p>	<p><b>31</b> Add Delete Time: AM PM Length:</p>	<p><b>The office has the right to deny modification if organization is in arrears.</b></p> <p><b>If any requested session conflicts with another organization's scheduled session, yours will not be approved.</b></p>			

## Office of Charitable Gaming

State License #G-

Organization Name:	Signature of Organization Official Approval: (Required)	Date signed:	Organization Phone #:
Building Where Games are Held:	Lessor (Hall) Approval (Required)	Date signed:	Hall Contact Phone #:
Rent Amount \$	Fax Number (where you want the license faxed)		

Building Address:	<p style="text-align: center;"><b>( ) Check if this schedule will delete all sessions previously submitted for this month.</b></p> <ol style="list-style-type: none"> <li>1. Change requests must be submitted no later than <b>five (5)</b> business days in advance.</li> <li>2. Submit the entire year's schedule to avoid additional charges and/or delays.</li> <li>3. Enter time and length of session and circle AM or PM and Add or Delete.</li> </ol>
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### January 2014

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b>Holidays:</b> January 1 <sup>st</sup> – New Year's Day January 20 <sup>th</sup> – MLK Jr Day  <i>Holidays are listed for your information only.                      There may be others not listed. Sessions may be scheduled on these days.</i>			<b>1</b> Add Delete Time: AM PM Length:	<b>2</b> Add Delete Time: AM PM Length:	<b>3</b> Add Delete Time: AM PM Length:	<b>4</b> Add Delete Time: AM PM Length:
<b>5</b> Add Delete Time: AM PM Length:	<b>6</b> Add Delete Time: AM PM Length:	<b>7</b> Add Delete Time: AM PM Length:	<b>8</b> Add Delete Time: AM PM Length:	<b>9</b> Add Delete Time: AM PM Length:	<b>10</b> Add Delete Time: AM PM Length:	<b>11</b> Add Delete Time: AM PM Length:
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<b>Office of Charitable Gaming</b>		State License #G-	
Organization Name:	Signature of Organization Official Approval: (Required)	Date signed:	Organization Phone #:
Building Where Games are Held:	Lessor (Hall) Approval (Required)	Date signed:	Hall Contact Phone #:
Rent Amount \$	Fax Number (where you want the license faxed)		

Building Address:	<p><b>( ) Check if this schedule will delete all sessions previously submitted for this month.</b></p> <ol style="list-style-type: none"> <li>1. Change requests must be submitted no later than <b>5 (five)</b> business days in advance.</li> <li>2. Submit the entire year's schedule to avoid additional charges and/or delays.</li> <li>3. Enter time and length of session and circle AM or PM and Add or Delete.</li> </ol>
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### February 2014

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<p><i>Holiday: February 14<sup>th</sup> – Valentine's Day</i></p> <p><i>Holidays are listed for your information only. There may be others not listed. Sessions may be scheduled on these days.</i></p>						<p><b>1</b> Add Delete Time: AM PM Length:</p>
<p><b>2</b> Add Delete Time: AM PM Length:</p>	<p><b>3</b> Add Delete Time: AM PM Length:</p>	<p><b>4</b> Add Delete Time: AM PM Length:</p>	<p><b>5</b> Add Delete Time: AM PM Length:</p>	<p><b>6</b> Add Delete Time: AM PM Length:</p>	<p><b>7</b> Add Delete Time: AM PM Length:</p>	<p><b>8</b> Add Delete Time: AM PM Length:</p>
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<p><b>23</b> Add Delete Time: AM PM Length:</p>	<p><b>24</b> Add Delete Time: AM PM Length:</p>	<p><b>25</b> Add Delete Time: AM PM Length:</p>	<p><b>26</b> Add Delete Time: AM PM Length:</p>	<p><b>27</b> Add Delete Time: AM PM Length:</p>	<p><b>28</b> Add Delete Time: AM PM Length:</p>	

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The office has the right to deny modification if organization is in arrears.**

**Office of Charitable Gaming**

State License #G-

Organization Name:	Signature of Organization Official Approval: (Required)	Date signed:	Organization Phone #:
Building Where Games are Held:	Lessor (Hall) Approval (Required)	Date signed:	Hall Contact Phone #:

Rent Amount \$ Fax Number (where you want the license faxed)

Building Address: **( ) Check if this schedule will delete all sessions previously submitted for this month.**

1. Change requests must be submitted no later than **5 (five)** business days in advance.
2. Submit the entire year's schedule to avoid additional charges and/or delays.
3. Enter time and length of session and circle AM or PM and Add or Delete.

**March 2014**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b>Holidays:</b> March 4 <sup>th</sup> – Mardi Gras March 5 <sup>th</sup> – Ash Wednesday March 17 <sup>th</sup> – St. Patrick's Day			<i>Holidays are listed for your information only. There may be others not listed.</i>			
			<i>Sessions may be scheduled on these days.</i>			
<b>2</b> Add Delete Time: AM PM Length:	<b>3</b> Add Delete Time: AM PM Length:	<b>4</b> Add Delete Time: AM PM Length:	<b>5</b> Add Delete Time: AM PM Length:	<b>6</b> Add Delete Time: AM PM Length:	<b>7</b> Add Delete Time: AM PM Length:	<b>8</b> Add Delete Time: AM PM Length:
<b>9</b> Add Delete Time: AM PM Length:	<b>10</b> Add Delete Time: AM PM Length:	<b>11</b> Add Delete Time: AM PM Length:	<b>12</b> Add Delete Time: AM PM Length:	<b>13</b> Add Delete Time: AM PM Length:	<b>14</b> Add Delete Time: AM PM Length:	<b>15</b> Add Delete Time: AM PM Length:
<b>16</b> Add Delete Time: AM PM Length:	<b>17</b> Add Delete Time: AM PM Length:	<b>18</b> Add Delete Time: AM PM Length:	<b>19</b> Add Delete Time: AM PM Length:	<b>20</b> Add Delete Time: AM PM Length:	<b>21</b> Add Delete Time: AM PM Length:	<b>22</b> Add Delete Time: AM PM Length:
<b>23</b> Add Delete Time: AM PM Length:	<b>24</b> Add Delete Time: AM PM Length:	<b>25</b> Add Delete Time: AM PM Length:	<b>26</b> Add Delete Time: AM PM Length:	<b>27</b> Add Delete Time: AM PM Length:	<b>28</b> Add Delete Time: AM PM Length:	<b>29</b> Add Delete Time: AM PM Length:
<b>30</b> Add Delete Time: AM PM Length:	<b>31</b> Add Delete Time: AM PM Length:	<b>If any requested session conflicts with another organization's scheduled session, yours will not be approved.</b> <b>The office has the right to deny modification if organization is in arrears.</b>				

<b>Office of Charitable Gaming</b>				State License #G-		
Organization Name:		Signature of Organization Official Approval: <small>(Required)</small>		Date signed:		Organization Phone #:
Building Where Games are Held:		Lessor (Hall) Approval (Required)		Date signed:		Hall Contact Phone #:
Rent Amount \$		Fax Number <small>(where you want the license faxed)</small>				
Building Address:		<p style="text-align: center;"><b>( ) Check if this schedule will delete all sessions previously submitted for this month.</b></p> <ol style="list-style-type: none"> <li>1. Change requests must be submitted no later than <b>5 (five)</b> business days in advance.</li> <li>2. Submit the entire year's schedule to avoid additional charges and/or delays.</li> <li>3. Enter time and length of session and circle AM or PM and Add or Delete.</li> </ol>				
<b>April 2014</b>						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<i>Holidays:</i> <i>April 18<sup>th</sup> – Good Friday</i> <i>April 20<sup>th</sup> – Easter</i>		<b>1</b> Add Delete Time: AM PM Length:	<b>2</b> Add Delete Time: AM PM Length:	<b>3</b> Add Delete Time: AM PM Length:	<b>4</b> Add Delete Time: AM PM Length:	<b>5</b> Add Delete Time: AM PM Length:
<b>6</b> Add Delete Time: AM PM Length:	<b>7</b> Add Delete Time: AM PM Length:	<b>8</b> Add Delete Time: AM PM Length:	<b>9</b> Add Delete Time: AM PM Length:	<b>10</b> Add Delete Time: AM PM Length:	<b>11</b> Add Delete Time: AM PM Length:	<b>12</b> Add Delete Time: AM PM Length:
<b>13</b> Add Delete Time: AM PM Length:	<b>14</b> Add Delete Time: AM PM Length:	<b>15</b> Add Delete Time: AM PM Length:	<b>16</b> Add Delete Time: AM PM Length:	<b>17</b> Add Delete Time: AM PM Length:	<b>18</b> Add Delete Time: AM PM Length:	<b>19</b> Add Delete Time: AM PM Length:
<b>20</b> Add Delete Time: AM PM Length:	<b>21</b> Add Delete Time: AM PM Length:	<b>22</b> Add Delete Time: AM PM Length:	<b>23</b> Add Delete Time: AM PM Length:	<b>24</b> Add Delete Time: AM PM Length:	<b>25</b> Add Delete Time: AM PM Length:	<b>26</b> Add Delete Time: AM PM Length:
<b>27</b> Add Delete Time: AM PM Length:	<b>28</b> Add Delete Time: AM PM Length:	<b>29</b> Add Delete Time: AM PM Length:	<b>30</b> Add Delete Time: AM PM Length:	<i>Holidays are listed for your information only. There may be others not listed.</i>  <i>Sessions may be scheduled on these days.</i>		

**If any requested session conflicts with another organization's scheduled session, yours will not be approved. The office has the right to deny modification if organization is in arrears.**

## Office of Charitable Gaming

State License #G-

Organization Name:	Signature of Organization Official Approval: <small>(Required)</small>	Date signed:	Organization Phone #:
Building Where Games are Held:	Lessor (Hall) Approval (Required)	Date signed:	Hall Contact Phone #:
Rent Amount \$	Fax Number <small>(where you want the license faxed)</small>		

Building Address:	<p style="text-align: center;"><b>( ) Check if this schedule will delete all sessions previously submitted for this month.</b></p> <ol style="list-style-type: none"> <li>1. Change requests must be submitted no later than <b>5 (five)</b> business days in advance.</li> <li>2. Submit the entire year's schedule to avoid additional charges and/or delays.</li> <li>3. Enter time and length of session and circle AM or PM and Add or Delete.</li> </ol>
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### May 2014

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b>Holidays: May 11<sup>th</sup> – Mother’s Day</b> <b>May 26<sup>th</sup> – Memorial Day</b> <i>Holidays are listed for your information only.</i> <i>There may be others not listed. Sessions may be scheduled on these days.</i>				<b>1</b> Add Delete Time: AM PM Length:	<b>2</b> Add Delete Time: AM PM Length:	<b>3</b> Add Delete Time: AM PM Length:
<b>4</b> Add Delete Time: AM PM Length:	<b>5</b> Add Delete Time: AM PM Length:	<b>6</b> Add Delete Time: AM PM Length:	<b>7</b> Add Delete Time: AM PM Length:	<b>8</b> Add Delete Time: AM PM Length:	<b>9</b> Add Delete Time: AM PM Length:	<b>10</b> Add Delete Time: AM PM Length:
<b>11</b> Add Delete Time: AM PM Length:	<b>12</b> Add Delete Time: AM PM Length:	<b>13</b> Add Delete Time: AM PM Length:	<b>14</b> Add Delete Time: AM PM Length:	<b>15</b> Add Delete Time: AM PM Length:	<b>16</b> Add Delete Time: AM PM Length:	<b>17</b> Add Delete Time: AM PM Length:
<b>18</b> Add Delete Time: AM PM Length:	<b>19</b> Add Delete Time: AM PM Length:	<b>20</b> Add Delete Time: AM PM Length:	<b>21</b> Add Delete Time: AM PM Length:	<b>22</b> Add Delete Time: AM PM Length:	<b>23</b> Add Delete Time: AM PM Length:	<b>24</b> Add Delete Time: AM PM Length:
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**Office of Charitable Gaming**

State License #G-

Organization Name:	Signature of Organization Official Approval: (Required)	Date signed:	Organization Phone #:
Building Where Games are Held:	Lessor (Hall) Approval (Required)	Date signed:	Hall Contact Phone #:
Rent Amount \$	Fax Number (where you want the license faxed)		

Building Address:	<p><b>( ) Check if this schedule will delete all sessions previously submitted for this month.</b></p> <ol style="list-style-type: none"> <li>1. Change requests must be submitted no later than <b>5 (five)</b> business days in advance.</li> <li>2. Submit the entire year's schedule to avoid additional charges and/or delays.</li> <li>3. Enter time and length of session and circle AM or PM and Add or Delete.</li> </ol>
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**June 2014**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
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**Holiday: June 15<sup>th</sup> – Father’s Day**  
*Holidays are listed for your information only. There may be others not listed.*

*Sessions may be scheduled on these days.*

<b>1</b> Add Delete Time: AM PM Length:	<b>2</b> Add Delete Time: AM PM Length:	<b>3</b> Add Delete Time: AM PM Length:	<b>4</b> Add Delete Time: AM PM Length:	<b>5</b> Add Delete Time: AM PM Length:	<b>6</b> Add Delete Time: AM PM Length:	<b>7</b> Add Delete Time: AM PM Length:
<b>8</b> Add Delete Time: AM PM Length:	<b>9</b> Add Delete Time: AM PM Length:	<b>10</b> Add Delete Time: AM PM Length:	<b>11</b> Add Delete Time: AM PM Length:	<b>12</b> Add Delete Time: AM PM Length:	<b>13</b> Add Delete Time: AM PM Length:	<b>14</b> Add Delete Time: AM PM Length:
<b>15</b> Add Delete Time: AM PM Length:	<b>16</b> Add Delete Time: AM PM Length:	<b>17</b> Add Delete Time: AM PM Length:	<b>18</b> Add Delete Time: AM PM Length:	<b>19</b> Add Delete Time: AM PM Length:	<b>20</b> Add Delete Time: AM PM Length:	<b>21</b> Add Delete Time: AM PM Length:
<b>22</b> Add Delete Time: AM PM Length:	<b>23</b> Add Delete Time: AM PM Length:	<b>24</b> Add Delete Time: AM PM Length:	<b>25</b> Add Delete Time: AM PM Length:	<b>26</b> Add Delete Time: AM PM Length:	<b>27</b> Add Delete Time: AM PM Length:	<b>28</b> Add Delete Time: AM PM Length:
<b>29</b> Add Delete Time: AM PM Length:	<b>30</b> Add Delete Time: AM PM Length:	<p><b>If any requested session conflicts with another organization’s scheduled session, yours will not be approved.</b></p> <p><b>The office has the right to deny modification if organization is in arrears.</b></p>				