



Galveston County Game Room Permit Application

Section 1: Verification

Please read the following, sign the acknowledgment, and include with your Galveston County Game Room Permit Application. The application will not be considered if this requirement is not met. Please note that all information in the application must be printed and legible.

In making this application, I hereby acknowledge that:

1. I have read, fully understand, and agree to comply with the Galveston County Game Room Regulations ("Regulations") as adopted by the Galveston County Commissioners Court.
2. I am an Owner of the Game Room referenced in this permit application, as that term is defined by Subsection 1.4(n) of the Regulations.
3. The business establishment I am attempting to permit is a Game Room, as that term is defined by Subsection 1.4(i) of the Regulations.
4. I have disclosed the identity of all Owner(s)¹, Operator(s)², employee(s), and any other individual(s), proprietorship(s), corporation(s), association(s), or other legal entity(s) acting for, or acting on behalf of the Game Room and have provided, along with this application, a photocopy of all required driver's license or government-issued identification and incorporation papers as applicable.
5. I affirm that all information provided in making this Game Room application is true and correct under the penalty of perjury as defined under Section 37.02 of the Texas Penal Code.
6. I affirm that I have not withheld any pertinent information that relates to this Game Room application under the penalty of perjury as defined under Section 37.02 of the Texas Penal Code.
7. I understand making a misleading statement or misrepresentation in this Game Room application is a third-degree felony offense as defined under Section 37.10 of the Texas Penal Code. I further understand that withholding pertinent information will result in the denial, revocation, or suspension of the Game Room permit.
8. I understand that this application, along with propriety information provided in the process of obtaining this permit, is considered confidential and it, along with any other information protected by Texas law, will remain confidential.

Printed Name of Applicant

Applicant/Owner Signature

Date Signed

¹ As defined by Subsection 1.4(n) of the Regulations

² As defined by Subsection 1.4(m) of the Regulations

Galveston County Game Room Permitting Office

1620 Gill Road
Dickinson, Texas 77539
Garret Foskit
Jack Ellison

(409) 766-4512
(409) 766-4509

Office Use Only

DATE RECEIVED: _____
APPROVED DENIED

DATE ISSUED: _____

PERMIT NUMBER: _____

Section 2: Game Room Permit Required

A permit issued pursuant to the Regulations is required in order to operate a Game Room within unincorporated Galveston County. As outlined in Subsection 2.1(a) and Subsection 2.8 of the Regulations, a Person who operates a Game Room without first paying the fee and securing a Game Room permit, or who operates a Game Room after the permit has been revoked or suspended, shall be assessed a civil penalty not to exceed \$10,000 per violation. Each day a violation occurs or continues to occur is considered a separate violation. Further, a Person commits a Class A misdemeanor offense if they intentionally or knowingly operate a Game Room in violation this Subsection.

Accordingly, it is unlawful to operate the Game Room that is the subject of this application without first being issued a permit pursuant to the Regulations.

1. Applicant Must Apply In Person

Pursuant to Subsection 2.1(b)(1) of the Regulations, applications for a Game Room permit shall be submitted in person to the Galveston Branch of the Galveston County Tax Office ("GCTO"), 722 Moody, Galveston TX. Applications may not be mailed, faxed or sent via electronic mail. Once received by the GCTO, the application will be delivered along with the original receipt to the Nuisance Abatement Office, located at 1620 Gill Road, Dickinson for processing and review.

2. Fee Schedule

Pursuant to Subsection 2.1(b)(2) of the Regulations, the following fee schedule applies :

Application for a NEW Game Room Permit:	\$1,000
Application for RENEWAL of a Game Room Permit:	\$1,000

In the event that the application is submitted after the first month of the calendar year, this fee shall be prorated. Proration is defined in Subsection 2.1(b)(2)(ii) of the Regulations.

Cash, check, money order or cashier's check (made payable to the Galveston County Tax Office), debit or credit card (credit cards incur a 2.5% and debit cards a \$3.00 bank convenience fee) must be presented at the Galveston Branch of the GCTO, located at 722 Moody/21st Street. An original, official receipt from GCTO will accompany each application.

3. A receipt is NOT a Game Room Permit

A receipt showing payment of the application fee is NOT a Game Room Permit. The GCTO will provide a two part official receipt at time of payment.

4. Incomplete Applications Shall NOT Be Accepted

Pursuant to Subsection 2.1(b)(6) of the Regulations, incomplete application shall not be accepted. The GCTO makes no determination regarding completeness of the application but only issues a receipt verifying the application or renewal fee has been paid. The application process begins when:

- a) The application, including the verification page, is submitted by the GCTO to the Game Room Permit Administrator located at 1620 Gill Road, Dickinson TX 77539. If an appointment is needed, call (409) 766-4509 or (409) 766-4512 at least 24 hours in advance to schedule an appointment. Business hours are 9:00 a.m. to 4:00 p.m. Monday through Friday;
- b) All required documentation listed in Subsection 2.1(c) of the Regulations is submitted and received; and
- c) The required application fee is paid in good, immediately available United States funds verified by an original receipt issued by the GCTO.

5. Inspection Process

Pursuant to Subsection 2.1(b)(4) of the Regulations, upon receipt of a complete application, up to three (3) inspections of the Applicant's proposed Game Room will be conducted by the Game Room Permit Administrator to ensure compliance with the Regulations. The Applicant must be present during these inspections. Applicant is responsible for ensuring an interpreter is in attendance, if necessary, during the inspections.

Pursuant to Subsection 2.1(b)(5), the permitting process must be completed within 60 days of initial inspection. Failure to complete the inspection process within 60 days shall result in denial of the permit. It is your responsibility to ensure the process is complete within the requisite 60 days.

6. Duty to Comply with Regulations

Pursuant to the Regulations, permittees have a duty to comply with all provisions of the Regulations. Any violation of the Regulations may result in the suspension or revocation of the Game Room permit.

The permit of any Owner, Operator, employee, agent, and/or any other individual acting for, or acting on behalf of a permitted Game Room who violates an offense outlined in Section 2.2(f) of the Regulations may be immediately revoked. Additionally, an offense outlined in Sections 2.2(b)(1) or Section 3.12(a) of the Regulations that occurs on the premises shall result in revocation or suspension of the Game Room permit.

Section 3: Required Information

Each application shall be accompanied by the following:

1. A non-refundable application fee of \$1,000, or the rate determined by Subsection 2.2(b)(2)(ii), or such other amount as established by the Galveston County Commissioners Court;
2. A copy of a Certification of Completion issued by the Galveston County Engineer for the building in which the Game Room is proposed to be operated;
3. Life safety drawings, including a diagram or floor plan to include designed occupancy load, prepared, signed and sealed by a licensed architect or engineer and approved by the Galveston County Engineer;
4. A Texas Accessibility Standards inspection certifying that the property, including the building, at which the Game Room is proposed to be operated complies with Texas accessibility requirements, signed by a registered accessibility specialist licensed by the Texas Department of Licensing and Regulation;
5. If the Applicant is a legal entity, a copy of the formative legal documents for the applicable legal entity (e.g., the articles of incorporation, partnership agreement, etc.) and a certificate showing the legal entity in good standing with the Texas Secretary of State;
6. A copy of government-issued photo identification of the Applicant or, if the Applicant is a legal entity, the individual executing the application on the Applicant's behalf;
7. If applicable, proof that the proposed enterprise is a preexisting Game Room;
8. If applicable, proof that the proposed enterprise is entitled to a charitable bingo exemption under these regulations, with all documentation required to be submitted in connection with such exemption;
9. If applicable, proof that the proposed enterprise is entitled to a food and beverage sales exemption under these regulations, with all documentation required to be submitted in connection with such exemption;
10. Either (a) a current lease agreement for the Game Room premises with the Applicant listed as the Game Room Owner and premises lessee or (b) current deed for the Game Room premises with the Game Room Owner shown to be the property Owner;
11. A list of all Owner(s) of the Game Room with their government-issued identification numbers and incorporation papers as applicable;
12. A copy of the State of Texas coin-operated machine occupation tax records, the State of Texas coin-operated machine license or registration certificate, and the Galveston County coin-operated machine occupation tax records for each machine exhibited or displayed, or permitted to be exhibited or displayed in the Game Room. Records shall include information detailing each machine found on the premises by identifying the machine by name of manufacturer, serial number, type of machine, the serial number of the State of Texas Tax stamp, and the Galveston County Tax Stamp, including the year of expiration of each tax stamp required;
13. The Game Room Applicant's Federal Employer Identification Number (EIN);
14. A certification that neither the Applicant nor the Owners of the Game Room have been convicted of any level of any of the offenses listed in subsection 2.2(b)(1) of these regulations;
15. A certification that all of the contents of the application and the above presented materials are true and correct under penalty of perjury and penalty of Texas Penal Code Section 37.10; and
16. All other documents, certifications, and materials as required by Subsection 2.1(c) of the Regulations.

Incomplete Applications

A Game Room application will be rejected upon failure to produce all documents required in subsection 2.1(c) of the Regulations, except documents supporting exemptions listed in subsections 2.1(c)(7), 2.1(c)(8), 2.1(c)(9), or 2.1(c)(10) of the Regulations if such exemption is not sought. Failure to provide the proof required by subsections 2.1(c)(7), 2.1(c)(8), 2.1(c)(9), or 2.1(c)(10) will result in denial of the specific exemption described in that particular subsection of the Galveston County Game Room Regulations.

Section 4: Application Information

1. Permitting as an Individual

If you are attempting to permit a proposed Game Room as an individual, confirm by signing below. By signing below you are also acknowledging that you understand that if you are issued a Game Room permit, it is not transferable, assignable, or divisible. A Person commits a Class A misdemeanor if he or she intentionally or knowingly transfers, assigns, or divides a Game Room permit or attempts to do so. Further, a Person shall be assessed a civil penalty not to exceed \$10,000 per violation. Each permit transferred, assigned, or divided or attempted to be transferred, assigned, or divided shall be considered a separate violation.

Individual Applicant Information

Entity Name if not a natural person: _____

Full Legal Name: _____
(Last Name) (First Name) (Middle/Maiden Name)

Aliases/Nicknames: _____ Date of Birth: _____/_____/_____
Month Day Year

Social Security #: _____ - _____ - _____ **OR** Driver's License/State ID #: _____

Physical Residence Address: _____
Street City State Zip

Mailing Address (if different than Residence): _____

Home Phone: _____ Cell: _____ Business: _____

Email Address: _____

A photocopy of the Applicant's valid driver's license and/or valid identification card must be attached to this application as well as all required documents as listed in Subsection 2.1(c) of the Regulations.

Permitting As Anything Other Than An Individual (Owners)

In making this application, if you contend that the Game Room you are attempting to permit will be operated as a partnership, corporation, etc., you are required to provide the information requested below and the documents required under Section 2.1(c) of the Regulations. Provide all partners' names, dates of birth, present residential addresses, and descriptions of how that individual is an "Owner" of the proposed Game Room. Please use the specific language contained in Subsection 1.4(n) of the Regulations for your description of the basis of Ownership. **A photocopy of each driver's license or identification card must also be submitted** (attach additional pages if needed).

Name: _____ Date of Birth: _____

Basis of Ownership: _____

Physical Address: _____

Home Phone Number: _____ Cell Phone Number: _____

Name: _____ Date of Birth: _____

Basis of Ownership: _____

Physical Address: _____

Home Phone Number: _____ Cell Phone Number: _____

Name: _____ Date of Birth: _____

Basis of Ownership: _____

Physical Address: _____

Home Phone Number: _____ Cell Phone Number: _____

Name: _____ Date of Birth: _____

Basis of Ownership: _____

Physical Address: _____

Home Phone Number: _____ Cell Phone Number: _____

Name: _____ Date of Birth: _____

Basis of Ownership: _____

Physical Address: _____

Home Phone Number: _____ Cell Phone Number: _____

Name: _____ Date of Birth: _____

Basis of Ownership: _____

Physical Address: _____

Home Phone Number: _____ Cell Phone Number: _____

Permitting Those Who Are Operators of a Game Room

In making this application you are required to provide the information requested below and the documents required under Section 2.1(c) of the Regulations. Complete this section by disclosing all other employee(s), agent(s), and any other individual(s), proprietorship(s), corporation(s), association(s), or other legal entity(s) acting for, or acting on behalf of the Game Room. Provide all Operator names, dates of birth, present residential addresses, and descriptions of how that individual Operates the proposed Game Room. Please use the specific language contained in Subsection 1.4(l) and 1.4(m) of the Regulations for your description of the basis of operation. **A photocopy of each proposed Operator's driver's license or identification card must also be submitted.** (attach additional pages if needed)

Name: _____ Date of Birth: _____

Job Description: _____

Physical Address: _____

Home Phone Number: _____ Cell Phone Number: _____

Name: _____ Date of Birth: _____

Job Description: _____

Physical Address: _____

Home Phone Number: _____ Cell Phone Number: _____

Name: _____ Date of Birth: _____

Job Description: _____

Physical Address: _____

Home Phone Number: _____ Cell Phone Number: _____

Name: _____ Date of Birth: _____

Job Description: _____

Physical Address: _____

Home Phone Number: _____ Cell Phone Number: _____

Name: _____ Date of Birth: _____

Job Description: _____

Physical Address: _____

Home Phone Number: _____ Cell Phone Number: _____

Section 5. Grounds for Denial, Revocation, or Suspension

Any violation of any section or subsection of the Regulations or failure to meet all requirements of any section or subsection of the Regulations, where applicable, shall be grounds for denial, revocation, or suspension of a permit to Operate a Game Room.

By signing this document you acknowledge that the information provided is true and correct under the penalty of Perjury as defined by Chapter 37.02 of the Texas Penal Code. Providing false information on this document is a third-degree felony offense, as defined under Section 37.10 of the Texas Penal Code.

Further, you hereby acknowledging that you are an "Owner" of the Game Room you are attempting to permit as that term is defined by Section 1.4(n) of the Regulations.

Physical Address of Game Room

Printed Name of Applicant

Applicant/Owner Signature

Date Signed