

# City of Encinitas

## CITY OF ENCINITAS PLANNING & BUILDING DEPARTMENT APPLICATION FOR PUBLIC BINGO GAME LICENSE

### NEW

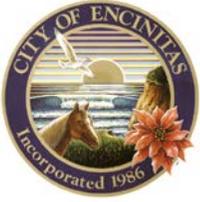
### REQUIREMENTS

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- \_\_\_\_\_ A. California State Franchise Tax Board Letter of Exemption
- \_\_\_\_\_ B. Senior Citizen or Mobile Park Association by-laws or Corporation Articles
- \_\_\_\_\_ C. Information sheet for each person staffing Bingo games
- \_\_\_\_\_ D. \$50 fee

*The next 2 items can be obtained through our Planning Department:*

- \_\_\_\_\_ F. Zoning status of property, and assessor's parcel number
- \_\_\_\_\_ G. Plot Plan showing: Location of property, location of all streets, alleys, lots, parcels of land, buildings or residences within 700 feet of the exterior boundaries of the property; location of vehicle parking areas
- \_\_\_\_\_ H. A document showing that applicant is owner of the premises, or an agreement in writing signed by the owner permitting such use of the premises (such as a lease)
- \_\_\_\_\_ I. Business Registration



*City of  
Encinitas*

**CITY OF ENCINITAS  
PLANNING & BUILDING DEPARTMENT  
APPLICATION FOR PUBLIC BINGO GAME LICENSE**

**RENEWAL**

**REQUIREMENTS**

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- \_\_\_\_\_ A. Information sheet for each person staffing Bingo games
- \_\_\_\_\_ B. \$50 fee
- \_\_\_\_\_ c. Copy of Business Registration



**CITY OF ENCINITAS  
PLANNING & BUILDING DEPARTMENT  
505 SOUTH VULCAN AVENUE  
ENCINITAS, CA 92024  
(760) 633-2708**

**PUBLIC BINGO GAME PERMIT APPLICATION**

**FEE: \$50. NEW & RENEWAL**

(APPLICATION FEE IS NOT REFUNDABLE)

**MANAGER'S  
NAME:**

\_\_\_\_\_

(LAST)

(FIRST)

(MIDDLE)

**ALL OTHER  
NAMES USED:**

\_\_\_\_\_

**CURRENT RESIDENCE:**

\_\_\_\_\_

(NUMBER)

(STREET)

\_\_\_\_\_

(CITY)

(STATE)

(ZIP)

**PREVIOUS RESIDENCES:**

(LAST 5 YEARS)

\_\_\_\_\_

\_\_\_\_\_

**HOME PHONE:** \_\_\_\_\_ **BUSINESS PHONE:** \_\_\_\_\_

**EMAIL ADDRESS:** \_\_\_\_\_

**DATE OF BIRTH:** \_\_\_\_\_ **CITY/STATE OF BIRTH:** \_\_\_\_\_ **SEX:** M F

**HEIGHT:** \_\_\_\_\_ **WEIGHT:** \_\_\_\_\_ **HAIR:** \_\_\_\_\_ **EYES:** \_\_\_\_\_

**DRIVER'S LICENSE:** \_\_\_\_\_ **SOCIAL SECURITY:** \_\_\_\_\_

**CITY OF ENCINITAS  
APPLICATION FOR PUBLIC BINGO GAME LICENSE**

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**ORGANIZATION OFFICERS:**

**PRESIDENT:** \_\_\_\_\_ **VICE PRES:** \_\_\_\_\_

**SECRETARY:** \_\_\_\_\_ **TREASURER:** \_\_\_\_\_

**BUILDING LOCATION:**

\_\_\_\_\_  
(NUMBER) (STREET) (CITY)

**LENGTH OF TIME ORGANIZATION AT THIS LOCATION:** \_\_\_\_\_

**OWNER OF PREMISES:** \_\_\_\_\_ **PHONE #** \_\_\_\_\_

**DAYS GAMES CONDUCTED:** SAT SUN MON TUES WED THURS FRI

**HOURS:** \_\_\_\_\_ **APPROXIMATE AGE OF PARTICIPANTS:** \_\_\_\_\_  
(MUST BE 18 YEARS OR OLDER)



**CITY OF ENCINITAS  
APPLICATION FOR PUBLIC BINGO GAME LICENSE**

**BINGO FORM INDEX**

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**THE FOLLOWING FORMS YOU MUST COMPLETE AND SUBMIT MONTHLY**

**#1. MONTHLY RECAP GROSS RECEIPTS**

**THE FOLLOWING FORMS YOU MUST COMPLETE AT THE END OF EACH DAILY  
BINGO SESSION AND THEY MUST BE SUBMITTED MONTHLY WITH THE ABOVE  
RECAP**

**#2. BINGO DAILY SUMMARY – PRIZE DISTRIBUTION**

**#3. BINGO DAILY SUMMARY – TICKET RECEIPTS**

**#4. BINGO DAILY SUMMARY – PERSONNEL LIST**

**#5. BINGO DAILY SUMMARY – PULL-TAB RECEIPTS\***

**#6. FINANCIAL STATEMENT OF BINGO GAME**

- **APPLICABLE ONLY IF PULL-TABS ARE USED**



**CITY OF ENCINITAS  
APPLICATION FOR PUBLIC BINGO GAME LICENSE**

**#3 BINGO DAILY SUMMARY**

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**TICKET RECEIPTS**

LICENSEE: \_\_\_\_\_ #B - \_\_\_\_\_

ORGANIZATION: \_\_\_\_\_ DATE: \_\_\_\_\_

TOTAL NUMBER OF PLAYERS IN ATTENDANCE: \_\_\_\_\_

NO. OF HARD CARDS SOLD: \_\_\_\_\_ PRICE PER CARD \_\_\_\_\_ TOTAL HARD CARD  
GROSS RECEIPTS: \$ \_\_\_\_\_

**THROW AWAY RECEIPTS (LIST ALL GAMES PLAYED)**

GAME NO.	COLOR OF CARDS	PRICE PER CARD/SHEET	NO. OF CARDS/ SHEETS SOLD	GROSS RECEIPTS THIS GAME
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_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

TOTAL GROSS THROW AWAY RECEIPTS \$ \_\_\_\_\_

TOTAL GROSS PULL-TAB RECEIPTS \$ \_\_\_\_\_

TOTAL GROSS RECEIPTS \$ \_\_\_\_\_

**CITY OF ENCINITAS  
APPLICATION FOR PUBLIC BINGO GAME LICENSE**

**#4 BINGO DAILY SUMMARY**

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**STAFF LIST**

**LICENSEE:** \_\_\_\_\_ **#B -** \_\_\_\_\_

**ORGANIZATION:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

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**PERSON IN CHARGE:** \_\_\_\_\_

**ASSISTANT(S):** \_\_\_\_\_

**STAFF:** \_\_\_\_\_  
\_\_\_\_\_  
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**CITY OF ENCINITAS  
APPLICATION FOR PUBLIC BINGO GAME LICENSE**

**#5 BINGO DAILY SUMMARY**

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LICENSEE: \_\_\_\_\_ #B - \_\_\_\_\_

ORGANIZATION: \_\_\_\_\_ DATE: \_\_\_\_\_

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NAME OF PULL-TAB: \_\_\_\_\_

SERIES NUMBER: \_\_\_\_\_

TOTAL PULL-TABS SOLD THIS DATE: \_\_\_\_\_

CUSTOMER'S PRICE PER PULL-TAB: \_\_\_\_\_

TOTAL GROSS RECEIPTS FOR ABOVE PULL-TABS:         \$ \_\_\_\_\_

---

NAME OF PULL-TAB: \_\_\_\_\_

SERIES NUMBER: \_\_\_\_\_

TOTAL PULL-TABS SOLD THIS DATE: \_\_\_\_\_

CUSTOMER'S PRICE PER PULL-TAB: \_\_\_\_\_

TOTAL GROSS RECEIPTS FOR ABOVE PULL-TABS:         \$ \_\_\_\_\_

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NAME OF PULL-TAB: \_\_\_\_\_

SERIES NUMBER: \_\_\_\_\_

TOTAL PULL-TABS SOLD THIS DATE: \_\_\_\_\_

CUSTOMER'S PRICE PER PULL-TAB: \_\_\_\_\_

TOTAL GROSS RECEIPTS FOR ABOVE PULL-TABS:         \$ \_\_\_\_\_

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TOTAL GROSS RECEIPTS FOR ALL PULL-TABS SOLD THIS DATE \$ \_\_\_\_\_

**CITY OF ENCINITAS  
APPLICATION FOR PUBLIC BINGO GAME LICENSE**

**#6 BINGO GAME FINANCIAL STATEMENT**

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LICENSEE: \_\_\_\_\_ #B - \_\_\_\_\_

ORGANIZATION: \_\_\_\_\_ DATE: \_\_\_\_\_

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**RECEIPTS**

TOTAL BINGO GAME RECEIPTS (INCLUDING ADMISSIONS) \$ \_\_\_\_\_

TOTAL PULL-TAB RECEIPTS \$ \_\_\_\_\_

RECEIPTS FROM PROMOTIONAL RAFFLES \$ \_\_\_\_\_

**TOTAL RECEIPTS**

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**EXPENDITURES**

PRIZES \$ \_\_\_\_\_

COST OF REFRESHMENTS (FREE ONLY) \$ \_\_\_\_\_

OFFICE SUPPLIES & ADVERTISING \$ \_\_\_\_\_

CITY OF ENCINITAS \$ \_\_\_\_\_

SECURITY GUARD \$ \_\_\_\_\_

BINGO SUPPLIES \$ \_\_\_\_\_

OTHER \$ \_\_\_\_\_

**TOTAL EXPENDITURES**

**DISTRIBUTION (DETAIL EXPLANATION OF HOW REMAINING FUNDS WILL BE USED)**

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

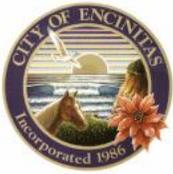
**TOTAL DISTRIBUTION:**

**I HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE ABOVE IS A FULL, TRUE AND CORRECT REPORT OF ALL MONIES COLLECTED AND FUNDS REMAINING FOR CHARITABLE PURPOSES.**

\_\_\_\_\_  
LICENSEE

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
PHONE #



**CITY OF ENCINITAS**  
**PLANNING & BUILDING DEPARTMENT**  
**505 SOUTH VULCAN AVE**  
**ENCINITAS, CA 92024**

**BACKGROUND APPLICATION FOR SHERIFF REGULATED ACTIVITIES**

Type of business or activity for which you are applying: \_\_\_\_\_

Affiliation with business or title (check one):     Owner     Officer     Partner     Other

Name: \_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_  
(Last)                      (First)                      (Middle)                      Telephone

All other names used (Past and present. Include maiden name): \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Place of Birth: \_\_\_\_\_ Sex  [M]  [F]

Height: \_\_\_\_\_ Weight: \_\_\_\_\_ Hair: \_\_\_\_\_ Eyes: \_\_\_\_\_

Driver's License No: \_\_\_\_\_ Soc. Sec. No: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Residence: \_\_\_\_\_  
(Number)                      (Street)                      (City)                      (State)                      (Zip)

Previous Residences (Last 5 Years): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Email Address: \_\_\_\_\_

Have you applied for a similar regulatory license in any other jurisdiction in the past (5) five years?  YES  NO

If yes, where? \_\_\_\_\_

List all charges (misdemeanors & felonies) resulting in conviction or plea of nolo contendere:

<u>Date</u>	<u>Charge</u>	<u>Investigating Agency</u>	<u>Disposition</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

*I hereby certify under penalty of perjury that the statements made in this application are true and correct to the best of my knowledge and belief. I understand that any false statements or information are grounds for denial of this application. I agree to have all the required notices, unless otherwise specified, sent by U.S. mail to the address given on the application. The right of reasonable inspection shall be a condition for issuance of this license.*

Applicant Signature \_\_\_\_\_

Date \_\_\_\_\_



# CITY OF ENCINITAS

City Clerk's Department

505 S. Vulcan Ave, Encinitas, CA 92024

Contact: 760-633-2606 or [clerkstaff@encinitasca.gov](mailto:clerkstaff@encinitasca.gov)

Instructions & Information: [www.encinitasca.gov/clerk](http://www.encinitasca.gov/clerk)

## BUSINESS REGISTRATION APPLICATION

**\$36 Processing Fee** (\$35 Business Registration Fee + \$1 SB1186 State Mandated Fee)

The City of Encinitas does not have a business "license" program. The Business Registration is used in lieu of a licensing program.

Annual renewals are \$21 (\$20 business registration fee + \$1 SB1186 State Mandated Fee)

**\*If using a DBA, a Fictitious Name Statement must be filed with the County Clerk, PRIOR to applying for a Business Registration.**

<b>Company Name:</b>			
<b>Company Type (choose one):</b>	Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Trust <input type="checkbox"/>		
<b>Street Address:</b>			
<b>City:</b>			
<b>State:</b>		<b>County (if outside San Diego):</b>	
<b>Zip Code:</b>			
<b>Business Email Address:</b>			
<b>Business Phone:</b>			
<b>Business Description:</b>			
<b>Contact Preference (choose one):</b>	Email <input type="checkbox"/> Mail <input type="checkbox"/>		
<b>*DBA (Fictitious Name):</b>			
<b>Is this a Home Based Business?</b>	Y / N		
<b>Is this Business a Rental Booth?</b>	Y / N		
<b>EIN # (If Applicable):</b>	_____ - _____		
<b>Date Business Opened (Mo/Yr):</b>			
<b>Web Page Address:</b>			
<b>Is Business a Non-Profit 501(c)(3)?</b>	Y / N	<b># of Employees working in Encinitas:</b>	
<b>Mailing address, if different from business location:</b>			
<b>Street Address:</b>			
<b>City:</b>			
<b>State:</b>		<b>County (if outside San Diego):</b>	
<b>Zip Code:</b>			
<b>Business Owner Contact Info</b>			
<b>First Name:</b>			
<b>Middle Name:</b>			
<b>Last Name:</b>			
<b>Title:</b>			
<b>Email Address:</b>			
<b>Business Phone:</b>			
<b>Home Phone:</b>			
<b>Mobile Phone:</b>			
<b>Contact Preference (choose one):</b>	Email <input type="checkbox"/> Mail <input type="checkbox"/>		
<b>Street Address:</b>			
<b>City:</b>			
<b>State:</b>		<b>County (if outside San Diego):</b>	
<b>Zip Code:</b>			
<b>Additional Owner/Agent Contact Info</b>			
<b>First Name:</b>			
<b>Middle Name:</b>			
<b>Last Name:</b>			
<b>Title:</b>			
<b>Email Address:</b>			
<b>Mobile Phone:</b>			
<b>Business Phone:</b>			
<b>Home Phone:</b>			

<b>Contact Preference (choose one):</b>	Email <input type="checkbox"/> Mail <input type="checkbox"/>
<b>Street Address:</b>	
<b>City:</b>	
<b>State:</b>	<b>County (if outside San Diego):</b>
<b>Zip Code:</b>	
<b>Choose one:</b>	Business Owner <input type="checkbox"/> Authorized Agent <input type="checkbox"/>
<b>24 Hour Emergency Contact Info (for businesses located in Encinitas)</b>	
Same as Business Owner <input type="checkbox"/> Same as Additional Owner/Agent <input type="checkbox"/>	
<b>First Name:</b>	
<b>Middle Name:</b>	
<b>Last Name:</b>	
<b>Title:</b>	
<b>Email Address:</b>	
<b>Business Phone:</b>	
<b>Home Phone:</b>	
<b>Mobile Phone:</b>	
<b>Contact Preference (choose one):</b>	Email <input type="checkbox"/> Mail <input type="checkbox"/>
<b>Street Address:</b>	
<b>City:</b>	
<b>State:</b>	<b>County (if outside San Diego):</b>
<b>Zip Code:</b>	

### HOME OCCUPATIONS

**If your business is located in a residential area in the City of Encinitas, it is considered to be a Home Based Business and shall be permitted in compliance with the following conditions:**

1. There shall be no exterior evidence of the conduct of a home occupation out of character with the normally appropriate appearance of the dwelling.
2. A home occupation shall be conducted entirely within a dwelling or a garage.
3. Electrical or mechanical equipment which creates visible or audible interference in radio or television receivers or causes fluctuations in line voltage outside the dwelling shall be prohibited.
4. Only the residents of the dwelling unit may be engaged in the home occupation except by temporary minor use permits.
5. There shall be no on-premise sale of goods not produced on the premises.
6. The establishment and conduct of the home occupation shall not change the principal character or use of the dwelling unit involved.
7. There shall be no signs other than those permitted by the sign ordinance (Municipal Code 30.60).
8. The required residential off street parking shall be maintained.
9. A home occupation shall not create vehicular or pedestrian traffic in excess of that which is normal for the zone in which it is located.

SB1186 Mandated Fee: On September 19, 2012 Governor Brown signed into law SB-1186 which adds a state fee of \$1 on any applicant for a local business license or similar instrument or permit, or renewal thereof. The purpose is to increase disability access and compliance with construction-related accessibility requirements and to develop educational resources for businesses in order to facilitate compliance with federal and state disability laws, as specified.

Under federal and state law, compliance with disability access laws is a serious and significant responsibility that applies to all California building owners and tenants with buildings open to the public. You may obtain information about your legal obligations and how to comply with disability access laws at the following agencies:

- The Division of the State Architect at [www.dgs.ca.gov/dsa/Home.aspx](http://www.dgs.ca.gov/dsa/Home.aspx)
- The California Department of Rehabilitation at [www.rehab.cahwnet.gov](http://www.rehab.cahwnet.gov)
- The California Commission on Disability Access at [www.cdda.ca.gov](http://www.cdda.ca.gov)

**I DECLARE, UNDER PENALTY OF PERJURY, THAT THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE AND CORRECT, AND THAT ALL REQUIRED LICENSES ARE IN FULL FORCE AND EFFECT.**

The issuance of a certificate does not serve as verification that all regulatory provisions of the City of Encinitas have been met, nor does it allow the right to operate a business which is not in conformance with the regulatory provisions of the City, County, State or other applicable agency.

Signature of Owner or Agent: \_\_\_\_\_

Date: \_\_\_\_\_

CHAPTER 2. BINGO\*

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\*Note—Amended by Ord. No. 9970 (N.S.), effective 3-12-09, as Chapter 2, BINGO.  
(Provisions previously codified at § 37.400 et seq.)  
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**THE CITY OF ENCINITAS HAS ADOPTED THIS SAN DIEGO COUNTY CODE BY REFERENCE**

SEC. 37.201. BINGO AUTHORIZED.

Article IV, section 19 of the California Constitution provides that the Legislature may by statute authorize counties to provide for bingo games for charitable purposes. The Legislature adopted Penal Code section 326.4, which authorizes counties to adopt an ordinance to allow bingo. The purpose of this chapter is to authorize bingo in the unincorporated area of the County under the terms and conditions provided below.

(Amended by Ord. No. 9970 (N.S.), effective 3-12-09)

SEC. 37.202. DEFINITIONS.

The following definitions shall apply to this chapter:

- (a) "Bingo" has the same meaning as the term "bingo" in Penal Code section 326.5(o).
- (b) "Bingo manager" means a person designated by an applicant for a bingo license who will be responsible for the operation and management of any bingo game conducted pursuant to a license issued under this chapter. An applicant may designate more than one bingo manager for a bingo game.
- (c) "Minor" means a person under the age of 18 years.
- (d) "Mobilehome park" has the same definition as the term "mobilehome park" in Civil Code section 798.4.
- (e) "Mobilehome park association" means an organization of individuals with at least five dues-paying members, organized and operated exclusively for residents of mobilehome parks to offer recreational and social activities to its members.
- (f) "Qualified organization" means (1) an organization exempted from the payment of bank and corporation tax by Revenue and Taxation Code sections 23701a, 23701b, 23701d, 23701e, 23701f, 23701 and 23701l, (2) a mobilehome park association or (3) a senior citizen organization.
- (g) "Senior citizen organization" means an organization of individuals 50 years of age and older, with at least five dues paying members, offering recreational and social activities exclusively for its members.

(Amended by Ord. No. 9970 (N.S.), effective 3-12-09)

SEC. 37.203. LICENSE REQUIRED.

It shall be unlawful for a person to operate a bingo game in the unincorporated area of the County without a valid license issued by the Sheriff. A license to operate a bingo game under this chapter shall only be issued to a qualified organization.

(Amended by Ord. No. 9970 (N.S.), effective 3-12-09)

SEC. 37.204. APPLICATION FOR A LICENSE TO OPERATE A BINGO GAME.

(a) An application for a license to operate a bingo game shall be filed on a form provided by the Sheriff, at least 30 days before the proposed date of any bingo game. The application shall be accompanied by: (1) proof the applicant is a qualified organization, (2) the applications of all proposed bingo managers, (3) the applications of all members of the organization who intend to staff the bingo game and (4) the application fee required by section 21.1901.

(b) A person who intends to serve as a bingo manager or staff for a qualified organization's bingo game shall submit an application on a form provided by the Sheriff and submit to a background check. No person shall serve as a bingo manager or staff for a bingo game until approved by the Sheriff.

(Amended by Ord. No. 9970 (N.S.), effective 3-12-09)

SEC. 37.205. TERMS OF LICENSE.

(a) A bingo license issued under this chapter shall be valid for one year.

(b) As a condition of the license, the licensee shall be required to have at least one bingo manager present whenever a bingo game is being operated. Failure to have a bingo manager present while a bingo game is being operated shall be grounds for revocation or suspension of the license. The bingo manager(s) shall be responsible for: (1) operating the bingo game pursuant to the terms of the license and this chapter, (2) supervising the conduct of members of the licensee operating a bingo game and (3) accounting for all receipts, disbursements for expenditures and distributions of money for charitable purposes.

(Amended by Ord. No. 9970 (N.S.), effective 3-12-09)

SEC. 37.206. PROPERTY USED FOR BINGO GAMES.

(a) A bingo game shall only be conducted in the unincorporated area of the County on property that a licensed qualified organization has owned or leased or on property whose use has been donated to and used by the organization, for at least 12 consecutive months immediately preceding the filing of an application to conduct bingo.

(b) The property in subsection (a) above shall only qualify if it is also the location at which the qualified organization maintains its business records or has its principal place of business. If a qualified organization ceases using the location at which it is licensed to conduct bingo to maintain its business records and as its principal place of business, the bingo license shall become void.

(c) This section shall not require that the property in subsection (a) be owned, leased or used exclusively by the qualified organization.

(Amended by Ord. No. 9970 (N.S.), effective 3-12-09)

#### SEC. 37.207. RULES FOR OPERATING BINGO GAMES.

All bingo games shall be subject to the following rules:

(a) No minors shall be allowed to participate in any bingo game.

(b) All bingo games shall be open to the public, not just to the members of the licensee.

(c) A bingo game shall only be operated and staffed by members of the licensee who have been approved by the Sheriff. Those members operating or staffing a bingo game shall not receive a profit, wage or salary from any bingo game. Only members of the licensee shall operate a bingo game or participate in the promotion, supervision or any phase of the game. The licensee may, however, employ security personnel who are not members of the organization.

(d) If after the Sheriff has issued a license under this chapter, the licensed qualified organization submits additional names to the Sheriff for approval, the application for approval shall be accompanied by a fee of five dollars for each additional name, no part of which shall be refundable, to defray the Sheriff's cost to investigate the additional individuals for whom approval is requested.

(e) During operation of any bingo game, approved members of the licensee shall wear on their outside clothing, in plain view, at chest height, a laminated identification card issued by the Sheriff. The card shall include a 1 inch by 1-1/4 inch photo which the member shall provide.

(f) Approved members of the licensee shall not participate as a player in any bingo game operated by the licensee on any date that the member is managing, supervising or otherwise assisting with a bingo game.

(g) No individual, corporation, partnership or other legal entity except the licensee shall hold a financial interest in the conduct of a bingo game.

(h) With respect to organizations exempt from payment of the bank and corporation tax by Section 23701d of the Revenue and Taxation Code, all profits derived from a bingo game

shall be kept in a special fund or account and shall not be commingled with any other fund or account. The profits shall be used only for charitable purposes.

(i) With respect to all other organizations licensed to conduct bingo games, all proceeds derived from a bingo game shall be kept in a special fund or account and shall not be commingled with any other fund or account. The proceeds shall be used only for charitable purposes, except as follows:

(1) The proceeds may be used for prizes.

(2) A portion of the proceeds, not to exceed 20% of the proceeds before the deduction for prizes or \$2,000 per month, whichever is less, may be used for the rental of property, overhead, including the purchase of bingo equipment, administrative expenses, security equipment and security personnel.

(3) The proceeds may also be used to pay license fees. Within 30 days after each bingo game is held the licensee shall file with the Sheriff full and complete financial statements of all monies collected, disbursed and the amount remaining for charitable purposes. The statements shall be on forms provided by the Sheriff.

(j) The licensee shall maintain and keep on file at any location at which it operates a bingo game, a record of all donations and sales of bingo playing cards, along with the financial statements required by subsection (i)(3) above, for a period of three years, for inspection purposes.

(k) 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.

(l) All disbursements from the bingo account shall be by consecutively numbered checks signed by two authorized officers of the licensee and shall be made payable to a specific individual or organization. The memo portion of each check shall contain a brief description of the expenditure for which the check is drawn. No check shall be drawn to a fictitious payee.

(m) All bingo cards presented for winnings shall be verified by at least two approved members of the licensee. The verification shall be made before the beginning of the next bingo game.

(n) No bingo manager or approved member managing, supervising or assisting during the bingo game shall knowingly allow a person who is intoxicated to be present during a bingo game.

(o) It shall be unlawful to call or post any bingo letter or number unless the letter or number on the object drawn is displayed in a manner so that it is visible to all participants in a bingo game.

(p) The total value of prizes awarded during the conduct of any bingo games shall not exceed \$250 in cash or kind, or both, for each separate bingo game which is held.

(q) No bingo game shall be conducted between the hours of midnight and 8:00 a.m.

(r) A licensee shall not conduct bingo on more than three days during any seven day period. Once during each year, however, the Sheriff may authorize a licensee to conduct bingo games for more than three days during a seven day period, provided that the authorization shall be limited to bingo games which are conducted in conjunction with an established annual event regularly held by the licensee.

(s) It is unlawful for any person to receive a profit, wage or salary from any bingo game authorized by this chapter.

(Amended by Ord. No. 9970 (N.S.), effective 3-12-09)

#### SEC. 37.208. INSPECTION.

(a) Any peace officer shall have the right to inspect any bingo game licensed under this chapter. The licensee shall have the bingo license and list of approved staff available for inspection at all times during any bingo game.

(b) The licensee shall maintain full and complete accounting records supported by properly executed contracts, leases, receipts and other related documents which pertain to all: (1) monies or other receipts collected in connection with any of its bingo games, (2) disbursements for expenditures, (3) distributions for charitable purposes and (4) any remaining funds. The records shall be clearly identified and made available for inspection by representatives of the Sheriff within two days following a demand to inspect the records.

(Amended by Ord. No. 9970 (N.S.), effective 3-12-09)