

BINGO AND RAFFLE LICENSE PROCEDURE

1. You apply for a bingo or raffle license in the municipality where the game(s) are to be played.
2. The application for a bingo or raffle must be submitted to the Municipal Clerk's Office in quadruplicate, with all copies being originally signed by the applicant.
3. The applications must be notarized.
4. A copy of your State Identification Card issued to your organization must be submitted with the application.
5. A copy of the sample ticket must be submitted with the application.
6. The appropriate fees must be submitted with the application. ****NOTE – you will submit two checks with the application. The first check will be made payable to the State of New Jersey. The State's fees can be found on their website utilizing the link below:**
http://www.state.nj.us/lps/ca/lgccc/lgc_licensefees.htm

The second check will be made payable to the Township of Bordentown. The municipal fee for all non-profit organizations is half of the State's fee. The municipal fee for profit organizations will be required to match the State fee.

For further clarification or guidance on the appropriate fees, please contact the Municipal Clerk's Office at (609) 298-2800 x. 8.

7. The application with all supporting documents and fees must be submitted no later than 30 days prior to the date the game(s) will be played.
8. The application and State fee are mailed to the State of New Jersey for their approval. There is a 14 business day waiting period from the time the application is mailed to the State until the license can be issued by the municipality.