

Advisory Notice: Key Employee License Program Implementation

The California Gambling Control Commission (Commission) is implementing a personal key employee license program as a result of new legislation signed by the Governor (Senate Bill 730 (Florez), Chapter 438, Statutes of 2007). The Commission anticipates implementing a pilot program beginning July 1, 2008. The regulation process to fully establish the program will begin in January 2009.

What Senate Bill 730 Allows

Senate Bill 730 allows key employees:

- To be issued a personal portable license
- To work in any key employee position
- To work for any gambling establishment, provided that they terminate employment with one gambling establishment before working for another

Initial Key Employee Applications

Currently, initial key employee applications approved by the Commission are endorsed on the owner licensee's certificate and therefore have the same licensure period as the owner licensee. Due to the implementation of the pilot program this will change.

- Initial key employee applications approved by the Commission prior to July 1, 2008, will receive the same licensing period as the gambling establishment.
- Initial key employees applications approved by the Commission on or after July 1, 2008 will be issued two-year licenses.

Please note, key employees that submit an application to the Commission are eligible to work as an interim key employee as long as they meet the requirements. For further information on the Interim Key Employee program, please refer to the Commission's website at www.cgcc.ca.gov.

Renewal Key Employee Applications

Key employees that are currently licensed and endorsed on the owner licensee's certificate will maintain the same licensing period as the owner licensee for the transition. Due to the implementation of two-year licensing, state gambling licenses and key employee licenses expiring after July 31, 2008 will be issued a two-year license upon approval of their renewal application by the Commission.

Key Employee Licensing Program Transition

Commission staff will be working with gambling establishment owners and/or designated agents to ensure a smooth transition to the key employee licensing program. This will include the collection and submission of one 2"X2" passport-style color photograph for each key employee employed and returning them as one package to the Commission. Commission staff will prepare the personal licenses and anticipates mailing them in August 2008.

Should you have any questions or concerns, please contact the Commission's Licensing Division at (916) 263-0700.