



APPLICATION FOR WORK PERMIT RENEWAL BGC-023 (Rev. 04/13)

Please read the instructions listed on this form. Type or print legibly in ink an answer for each question. If a question does not apply to you, please indicate with "N/A". Do not misstate or omit any material fact(s) as each statement made herein is subject to verification. Any corrections, changes, or other substitutions must be initialed and dated by the applicant.

PLEASE SEND COMPLETED APPLICATIONS TO: Bureau of Gambling Control, P. O. Box 168024, Sacramento, CA 95816-8024

PLEASE TYPE OR PRINT ALL INFORMATION				
PART I	APPLICANT NAME		WORK PERMIT NUMBER (optional)	
	HOME ADDRESS		SOCIAL SECURITY NUMBER**	
	MAILING ADDRESS (IF DIFFERENT THAN HOME ADDRESS)			
	PHONE NUMBER ()		E-MAIL ADDRESS (optional)	
	DATE OF BIRTH			
	TITLE AND DESCRIPTION OF JOB DUTIES:			
Please indicate answers with an X in the appropriate box				
1. Are you a U.S. citizen?			Yes	No
2. Are you a resident alien?			Yes	No
PART II	I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.			
	_____ Signature of Applicant		_____ Date	
PART II	I hereby authorize the Bureau of Gambling Control, or its representatives, to furnish any information of any nature concerning me to the California Gambling Control Commission and the licensed gambling establishment for which I am seeking employment. This authorization does not supersede or replace the Authorization to Release Information form (BGC-APP-006 (Rev. 04/08)) required to be submitted with the application for use by the Bureau of Gambling Control. <u>Both authorizations are required to be part of the application package.</u>			
	_____ Signature of Applicant		_____ Date	
PART III	NAME OF GAMBLING ESTABLISHMENT			
	MAILING ADDRESS			
	PHONE NUMBER ()		FAX NUMBER (if any) ()	
			E-MAIL ADDRESS (if any)	
_____ Signature of Owner/Hiring Authority/Designated Agent				
Name and Title (Print)			Date	

INSTRUCTIONS FOR WORK PERMIT RENEWAL

The Gambling Control Act requires that all individuals who are employed as gambling enterprise employees hold a valid work permit. Pursuant to Business and Professions Code Section 19912, a work permit issued by the California Gambling Control Commission (Commission) is valid for two years. An Application for Work Permit Renewal (BGC-023 (Rev. 04/13)) must be submitted to the Commission 90 days before the current work permit expires.

The work permit renewal application package must include:

1. Work Permit Renewal Application (BGC-023 (Rev. 04/13)) signed by the applicant and by the owner/hiring agent/designated agent of the gambling establishment of the current employer.
2. Two passport-style color photograph taken within the last 30-days.
3. Work Permit Questionnaire (BGC-LIC-049 (Rev. 11/07)).
4. Authorization to Release Information (BGC-APP-006 (Rev. 04/08)).
5. A photocopy of your current California Driver's License or California Identification Card.
6. If you are a resident alien, provide a legible photocopy (front and back) of your resident alien card.
7. A non-refundable **\$250.00** renewal fee. Checks should be made payable to the **Bureau of Gambling Control**.

The application for renewal of a work permit can be mailed to:

For Regular Mail Delivery:

**Bureau of Gambling Control
P.O. Box 168024
Sacramento, CA 95816-8024**

For Commercial/Personal Delivery:

**Bureau of Gambling Control
4949 Broadway
Sacramento, CA 95820**

If an applicant wishes to withdraw his or her application for renewal of a work permit anytime prior to final action, a written request must be submitted to the California Gambling Control Commission (Commission). The request must establish that withdrawal of the application would be consistent with the public interest and the policies of the Gambling Control Act. Application fees are non-refundable should you withdraw your application at any time after its submittal to the Bureau.

If a valid work permit holder is currently employed at more than one gambling establishment whose work permits are both required to be obtained from the Commission, a renewal application must be completed for each gambling establishment, including all required fees.

All applications and questionnaires will be referred for completion of a background investigation prior to the issuance of a renewed work permit. The Bureau may request additional forms and documentation necessary to complete the investigation process. Please be aware that any delay in providing requested information to the Bureau will further delay the issuance of a renewed work permit. All work permit renewals will be subject to approval by the Commission at a scheduled public meeting.

** Disclosure of your U.S. social security number (SSN) is mandatory. Business and Professions Code section 30 and Public Law 94-455 (42 USC section 405(c)(2)(C)) authorize collection of your social security number. Your social security number will be used exclusively for tax enforcement purposes, and for purposes of compliance with any judgment or order for family support in accordance with Family Code section 17520 or for verification of licensure. If you fail to disclose your social security number, your application will not be processed and you will be reported to the Franchise Tax Board, which may assess a \$100 penalty against you.

Effective July 1, 2012, the Commission is required to deny an application and to suspend the license/registration/permit/approval of any applicant or licensee who has outstanding state tax obligations and appears on either the Franchise Tax Board's or Board of Equalization's certified list of top 500 tax delinquencies over \$100,000 (Business and Professions Code section 494.5).

A work permit applicant is seeking the granting of a privilege. The burden of proving qualifications is at all times on the applicant.

The applicant accepts any risk of adverse public notice, embarrassment, criticism, or other action or financial loss that may result from action with respect to the submitted application.

Any questions regarding the work permit application process may be directed to:

Bureau of Gambling Control
P.O. Box 168024
Sacramento, CA 95816-8024
(916) 227-3584; Fax: (916) 227-2308

You may also visit the Bureau's website at www.oag.ca.gov/gambling to view and print forms or instructions and for other helpful resources and information.