

## **INSTRUCTIONS FOR COMPLETION OF AN APPLICATION TO AMEND – BINGO**

1. Provide the organization's seven (7) digit identification number.
2. Print or type the name of the sponsoring organization and the complete organization address (number, street, city/town, state, zip code) and telephone number.
3. Check one or more of the boxes to indicate the document(s) the organization desires to amend. (NOTE: When checking the 'Amend the bingo permit' box, please provide your organization's permit number in the space provided. When checking the 'Amend the certificate of personal identification number' box, please provide the Personal Identification Number (PIN) of the individual(s) whose certificate(s) is to be amended.)
4. Clearly document the information to be amended in the 'Please provide the details of the proposed amendment(s)' section. All relevant information should be included as part of the details of the amendment, and any pertinent documents must be attached. ( NOTE: When completing this section, the information contained on the original document(s) that will be amended should be reviewed in order to ensure that all relevant details are provided.)
5. The individual who prepares the application must print and sign his/her name and provide his/her telephone number, in the space provided.
6. The application form must be signed and dated by one of the ranking officers of the organization, and he/she must print his/her title, in the space provided. (NOTE: Only individuals listed in the 'Officers of the Organization' section on the original Application for Permit to Conduct Bingo (CGB-4), or any subsequent amendments, qualify as ranking officers.)
7. The application form must be signed and dated by an authorized Notary Public. Please be sure that the notary seal and/or the date the Notary Public's commission expires are used on this document. Applications will not be accepted without this important information.
8. Upon completion of the application, submit all copies of the form, as well as any attachments, to the Milford Police Department.
9. If you have any questions pertaining to the completion of the application form, please do not hesitate to contact us at (203) 783-4786.



MILFORD POLICE DEPARTMENT  
430 BOSTON POST ROAD  
MILFORD, CT 06460



Licensing office: (203) 783-4786 • Email: License@milfordct.gov

**APPLICATION TO AMEND BINGO**

**INSTRUCTIONS:**

1. Print or type. Have the application notarized.
2. The completed form must be mailed to **Licensing Office, Milford Police Department, 430 Boston Post Road, Milford, CT 06460**

No Bingo Permit, no Certificate of Registration, and no Certificate of Personal Identification Number issued under the Connecticut General Statutes, or Administrative Regulations issued pursuant thereto, may be amended except upon application through use of this form.

<b>TO: MILFORD POLICE DEPARTMENT</b>		IDENTIFICATION NUMBER	
NAME OF SPONSORING ORGANIZATION		TELEPHONE NUMBER	
ADDRESS OF ORGANIZATION (No. and Street)		(City or Town)	(State) (Zip Code)

**APPLICATION IS MADE TO:** (Check all that apply)

- ☐ Amend the bingo permit; permit number \_\_\_\_\_
- ☐ Amend the certificate of registration
- ☐ Amend the certificate of personal identification number; P.I.N. \_\_\_\_\_

Please provide the details of the proposed amendment(s):

PRINTED NAME of person preparing this form		SIGNED (Person preparing form)		TELEPHONE NUMBER	
SIGNED (Organization Ranking Officer)		TITLE of Ranking Officer			DATE (Mo., Day, Yr.)
Subscribed and sworn to before me.	SIGNED (Notary Public)			My Commission Expires:	DATE (Mo., Day, Yr.)
	<input type="checkbox"/> AMENDMENT DISAPPROVED <input type="checkbox"/> MAY REMAIN IN FULL FORCE AND EFFECT IN ACCORDANCE WITH CHANGE(S) SET FORTH ABOVE			DATE (Mo., Day, Yr.)	