

**INSTRUCTIONS FOR COMPLETING A GAMES OF CHANCE (GOC)
OPERATOR RENEWAL**

A. LICENSURE PERIOD

Licenses expire 3 years after being issued, provided that the licensee shall annually file a “Games of Chance (GOC) PGO/SGO Renewal” form, by the last day of their birth month.

The licensee shall immediately notify the commission in the event the licensee is subject to arrest or conviction of any criminal offense.

PGO/SGO Licenses expire on the last day of the applicant’s birth month.

B. LICENSE FEE

Include a payment of:

- \$100.00 for a Primary Game Operator or
- \$30.00 for a Secondary Game Operator.

Checks and or money orders should be made payable to “NH LOTTERY COMMISSION”.

PLEASE NOTE: This payment does not include the \$10.00 badge fee. You must file a badge request form and \$10.00 fee for each room where you will be working.

C. SUBMITTING THE RENEWAL

Please submit the completed application with payment to:

NEW HAMPSHIRE LOTTERY COMMISSION
ATTN: INVESTIGATION & COMPLIANCE DIVISION
14 INTEGRA DR, CONCORD, NH 03301

If application is deemed to be incomplete, illegible, or is missing correct payment, all documents will be returned, which will delay processing.

D. QUESTIONS OR CONCERNS

Questions regarding this application? Contact the NH Lottery Investigation & Compliance Division by phone at (603)271-7613, by email at licensing@lottery.nh.gov, or visit our website at www.compliance.lottery.nh.gov for more information.