



# BUSINESS APPLICATION

Application Fee: \$125 to sell ALL Lottery or \$25 for Pulltab Only

(non-refundable). Make check payable to: Idaho State Lottery Commission

PLEASE DO NOT WRITE IN THIS BLOCK (Office use only)

Application/Retailer # \_\_\_\_\_ Date Rec'd: \_\_\_\_\_

Chain# \_\_\_\_\_ Check #: \_\_\_\_\_

IS THIS BUSINESS CURRENTLY A LOTTERY RETAILER?

☐ YES ☐ NO Retailer # \_\_\_\_\_

1. INDICATE TYPE OF APPLICATION ☐ Single Location ☐ Multiple Locations ☐ Ownership Change

List main company address below, and attach a Retail Location Form for each retail location that will be selling Lottery products.

2. BUSINESS/ ORGANIZATION NAME (LLC, INC....) (as shown on your income tax return)

3. BUSINESS STREET ADDRESS (DELIVERY ADDRESS)

City

State

Zip Code

4. MAILING ADDRESS (IF DIFFERENT FROM ABOVE)

City

State

Zip Code

5. LOSS PREVENTION PERSON:

First

Last

TITLE: \_\_\_\_\_ PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

EMAIL: \_\_\_\_\_

6. CONTACT PERSON:

First

Last

TITLE: \_\_\_\_\_ PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

EMAIL: \_\_\_\_\_

7. INDICATE TYPE OF BUSINESS/ORGANIZATION

- a. ☐ Sole Proprietorship ☐ Partnership ☐ Governmental ☐ L.L.C  
☐ Corporation ☐ Association, Fraternal or Civic (including Non-Profit) ☐ Lease or Lease option

**NOTE:** A control person is anyone who owns 5% or more of the business. (must be listed)

b.	First Name ( Last Name )	Social Security Number	Percentage Of Ownership
1.			
2.			
3.			

c. FOR EACH NAME LISTED ABOVE ATTACH AN INVESTIGATION AUTHORIZATION AND THE IDAHO STATE BUREAU OF CRIMINAL IDENTIFICATION

If there are more names then the spaces above, please list them on a separate sheet and also attach an Investigation Authoriztion and the Idaho State Police Bureau

8. If alcohol will be sold at the location selling lottery products, please include a copy of the original or temporary ALCOHOL LICENSE with your application for each lottery location.

A. Selling Alcohol? ☐ Yes ☐ No If Yes: ☐ Copy of State Alcohol Beverage Control Agency License.

INCOME TAX

9. IDAHO WITHHOLDING #: \_\_\_\_\_ 10. IDAHO SELLERS PERMIT #: \_\_\_\_\_

11. TAXPAYER IDENTIFICATION NUMBER (TIN)

A. Social Security Number (SSN): \_\_\_\_\_ OR B. Employer Identification Number: \_\_\_\_\_

Name Registered to SSN: \_\_\_\_\_  
(If you use a your own Social Security Number, enter your name in the space marked Business Name)

Name Registered to EIN: \_\_\_\_\_  
(If you use a Federal Tax ID#, enter the name associated with that number as the Business Name)

**NOTE:** If you are a Sole Owner who uses your Social Security Number to file business taxes using DBA for your business, check **SOLE OWNERSHIP (Using SSN)**.

**NOTE:** If you are a Sole Owner who uses a Federal Tax ID Number to file business taxes using DBA for your business, check **SOLE OWNERSHIP (Using EIN)**.

DISCLOSURE INFORMATION: I understand that a false answer to any of the foregoing can subject the applicant to denial or suspension or revocation of a certificate. I certify that all the information on this Business Application is complete and correct to the best of my knowledge and belief. I also understand that the person(s) shown in 7b must also complete the Investigation Authorization and the Idaho State Police Bureau of Criminal Identification required by the Idaho Lottery.

APPLICANT/AUTHORIZED AGENT OF BUSINESS/ORGANIZATION: (Proprietor, Partner, Corporate Officer)

Signature

Type or Print Name

Date

PLEASE NOTE: The information obtained will remain confidential.

# BUSINESS APPLICATION INSTRUCTIONS

1. Indicate type of application, whether a single or multiple location, or ownership change.
2. Legal Entity Business Name/Organization (as shown on your income tax return)
3. Business street address (actual physical location of business or corporate headquarters).
4. Mailing address of business or corporate headquarters.
5. Name of Loss Prevention person to contact regarding loss or theft within the business. This includes the person's title, work phone number, e-mail, and fax.
6. Name of person to contact regarding the application process. This includes the person's title, work phone number, e-mail, and fax.
- 7.a. Type of business/organization.
- 7.b. For disclosure purposes, please provide a listing of names, Social Security Numbers plus percentage of ownership for control persons in your organization. Please refer to the information below for guidance on control persons. Please attach a separate sheet for additional control persons.
- 7.c. Each person on 7b must also sign, have notarized and return the Control Person Investigation Authorization and Idaho State Bureau of Criminal Identification.
8. If you have answered yes to this question, please include a copy of your Alcohol Beverage License.
9. If you have an employee earning income while in Idaho, you must have an **Idaho Withholding Account**. This applies to all employees including agricultural, household help, and family members.
10. **Buying for Resale:** The buyer must have an **Idaho Seller's Permit Number** unless he is a wholesaler who makes no retail sales or an out-of-state retailer with no **Idaho** business presence (e.g. physical location, representatives or employees, etc.). An **Idaho Seller's Permit Number** has up to nine digits followed by an "S". **Example: 123456-S**
11. Federal Employer Identification (EIN): Corporations and partnerships enter **Federal Tax Reporting Number**. Sole proprietor enter Social Security Number (SSN).
12. Signature of person (owner, proprietor, partner, corporate officer, president).

## DISCLOSURE REQUIREMENTS FOR RETAILERS

1. If the prospective lottery game retailer is a corporation, the officers, directors, and each stock holder in such corporation; except that, in the case of stockholders of publicly held equity securities of a publicly traded corporation, only the names and addresses of those known to the Corporation to own five percent (5%) or more of such securities need to be disclosed;
2. If the prospective lottery game retailer is a trust, the trustee and all persons entitled to receive income or benefit from the trust **needs to be disclosed**;
3. If the prospective lottery game retailer is an association, the names of the members, officers and directors **needs to be disclosed**;
4. If the prospective lottery game retailer is a subsidiary, the officers, directors and each stockholder of the parent corporation thereof; except that, in the case of stockholders of a publicly traded corporation, only the names and addresses of those known to the corporation to own five percent (5%) or more of such securities need to be disclosed;
5. If the prospective lottery game retailer is a partnership or joint venture , all of the general partners, limited partners, or joint venturers **need to be disclosed**;
6. If the parent company, general partner, limited partner, or joint venturer of any prospective lottery game retailer is itself a corporation, trust, association, subsidiary, partnership, or joint venture, then all of the information required herein shall be disclosed for such other entity as if it were itself a prospective lottery game retailer to the end that full disclosure of ultimate ownership by achieved;
7. If any member of the immediate family of prospective lottery game retailer is involved in the lottery game retailer's business in any capacity then all of the information required herein shall be disclosed for such immediate family member as if such immediate family member were a prospective lottery game retailer;
8. The details of any felony conviction of a criminal offense, state or federal, of the retailer or any person whose names and addresses are required by the disclosure requirements of this section.