



## Ohio Administrative Code

### Rule 3772-4-01 Instructions for the casino operator, management company, and holding company license application.

Effective: August 2, 2021

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The following instructions apply to the application for a license as a casino operator, management company, or holding company:

(A) An applicant that desires to conduct or participate in the conduct of casino gaming must apply for a license in accordance with Chapter 3772. of the Revised Code, including submission of a complete application in the manner and to the location prescribed by the commission.

(B) Applicants for a license are seeking a privilege.

(C) The burden of proving qualifications to receive such a license is at all times borne by the applicant.

(D) The applicant must accept any risk of adverse public notice, embarrassment, criticism, or other action, or financial loss, which may result from action or inaction by the commission with respect to any application, and the applicant expressly waives any claim for damages as a result thereof.

(E) The applicant must sign and accept any and all conditions set forth by the commission.

(F) The commission may request additional information not prescribed in the application form. The applicant must provide all information, documents, materials, and certifications, either required by the application or subsequently requested, at the applicant's sole expense and cost.

(G) The applicant is under a continuing duty to promptly disclose any changes in the information provided in the application and requested materials submitted to the commission. The duty to make such disclosures continues throughout any period of the license that is granted by the commission.

(H) All answers and responses must be legible; illegible answers may be grounds for denying the application.



(I) If additional pages are required in order to answer any question, additional pages may be used and must be attached to the application form. Be sure to indicate the number(s) of the question(s) being answered and initial and date each additional page. Some schedules may require disclosure of information for more than one individual or entity or type of information. If there are multiple disclosures, the applicant must complete the schedule for each individual or entity. Each person required to submit a criminal background check must complete and return an authorization to release criminal record form, exhibit 18a.

(J) All notices regarding the application will be sent to the address the applicant provides on the application form. The applicant must promptly notify the commission of any change of address.

(K) Failure to answer any question completely or truthfully may result in administrative action, including rejection or denial of the application or revocation of the license.

(L) If a thorough and complete response to any question cannot be provided at the time of application submission, an applicant must indicate the reason and indicate a date by which a thorough and complete response will be provided.

(M) An applicant should clearly identify those portions of the application that it deems to be confidential, proprietary commercial information or trade secrets. Applications are open to public inspection to the extent permitted by Ohio's Public Records Act and section 3772.16 of the Revised Code.

(N) The applicant must answer every question completely and not leave blank spaces. If a question does not apply to the applicant, the applicant must write "does not apply" in response to that question. If an exhibit or addendum does not apply to the applicant, the applicant must write "does not apply" on the exhibit or addendum.

(O) Appendices are to be provided by the applicant. The required appendices are listed on the application checklist.

(P) A license expires three years after the date of licensure. A complete renewal application must be



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filed not less than one hundred eighty days prior to the expiration of the license.