



**INSTRUCTIONS FOR FILING AN APPLICATION
FOR A PERMIT TO ESTABLISH AN
OFF-TRACK WAGERING FACILITY
OR RENEWAL OF AN EXISTING PERMIT
IN THE CITY OF FLAGSTAFF, ARIZONA**

Schedule of Fees

Non-refundable Application Fee For Initial Permit	\$480.00
Non-refundable Application Fee For Renewal of Permit	\$380.00

Checklist of Items Needed for an Initial License or Renewal

- Application fee
 - Completed Application
 - Certificate of Disclosure
 - All building plans and specifications available for the proposed location
 - Copy of proposed agreement(s) governing the operation of the off-track facility between the racetrack and the applicant
 - A copy of the current State racing, wagering, or gaming permit required for the racetrack and/or off-track facility
 - Information and/or documentation demonstrating that the proposed off-track facility will be in compliance with all applicable zoning, building, and land use codes and regulations.
 - Information and/or documentation that demonstrates that the applicant is not delinquent in payment of any privilege license taxes or use taxes owed to the City of Flagstaff.
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Instructions

1. Attach supplemental pages as necessary, if you require additional space to respond to the questions on the Permit Application and Certificate of Disclosure
2. If you have supplied some or all of the information requested in the City of Flagstaff's application to the Arizona Racing Commission or to the Arizona Department of Racing within twelve months prior to filing this application, a duplicate of the information provided to the State may be submitted in lieu of the City's application provided that you update such information as necessary and provide additional information where requested in the City's application.
3. Submit the application fee and the original Permit Application and Certificate of Disclosure (or Arizona Racing Commission/Arizona Department of Racing application), including any attachments to:

Flagstaff City Clerk
211 West Aspen Avenue
Flagstaff, Arizona 86001
928-213-2076
E-mail: ssaltzburg@flagstaffaz.gov



**APPLICATION FOR A PERMIT TO ESTABLISH
AN OFF-TRACK WAGERING FACILITY
OR TO RENEW AN EXISTING PERMIT
IN THE CITY OF FLAGSTAFF, ARIZONA**

Name of Applicant: _____

Mailing Address: _____

City _____ State _____ Zip _____

Telephone: _____ E-mail: _____

1. For each owner or member of the Board of Directors who will have any part in the operation or management of the off-track facility, please set forth their names, dates of birth, social security numbers, sex, height, weight, and color of eyes and hair, along with a brief statement of their employment and/or business history. (Attach additional pages if needed.)

2. Please identify by name, date of birth, social security number, sex, height, weight, and color of hair and eyes each manager(s) and employee(s) who will have any part in the operation or management of the off-track facility. (Attach additional pages if needed.)

3. Please provide information on your Plan of Operation as follows:

- a. The amount of anticipated revenue earnings the off-track facility will generate and the amount of anticipated sales taxes to be paid to the City of Flagstaff.

Amount of anticipated total revenue earnings _____

Amount of anticipated sales taxes _____

- b. The type of wagering to be offered and the hours during which pari-mutuel windows will be in operation.

Type of Wagering	Hours of Operation

- c. A description of the security measures to be employed to protect the facility and the public including, but not limited to, prevention of unlawful gambling, consumption of alcoholic beverages by minors, and the interception of audio and visual signal transmissions of sales transactions and pari-mutuel output data. (Attach additional pages if needed.)

- d. The location of the proposed off-track facility and all building plans and specifications available.

- e. Attach a copy of the proposed agreement(s) governing the operation of the off-track facility between the race track and the applicant.

- f. Attach a copy of the current State racing, wagering, or gaming permit which is required for the racetrack and/or off-track facility.

- 4. Provide information and/or documentation that demonstrates that the proposed off-track facility will be in compliance with all applicable zoning, building, and land use codes and regulations.

- 5. Provide information and/or documentation that demonstrates that the applicant is not delinquent in payment of any privilege license taxes, or use taxes owed to the City of Flagstaff.

CERTIFICATION

I hereby certify, under penalty of perjury, that the foregoing information and other documentation provided with this Application are true and correct to the best of my knowledge and ability.

Dated this _____ day of _____, 20_____.

Name of Applicant

Name of Company, Partnership, or Corporation