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5-404. Application for license

- A. Each applicant for an initial license to be issued pursuant to the provisions of this section shall submit to the local governing body the local governing body fee and the license fee prescribed in section 5-414 together with a written application in the form prescribed by the licensing authority, duly executed and verified, and in which shall be stated:
1. The name, telephone number and address of the applicant.
 2. Sufficient facts to enable the licensing authority to determine whether or not the applicant is qualified for the specific class of license for which the applicant is applying.
 3. If the applicant is a qualified organization the names and addresses of its officers.
 4. The place where and day and time when such games of bingo are to be held, operated and conducted by the applicant, under the license applied for.
 5. The items of expense intended to be incurred or paid in connection with the holding, operating and conducting of such games of bingo and the names and addresses of the persons to whom, and the purposes for which, they are to be paid.
 6. The specific projected use of the net proceeds.
 7. Such other information as shall be deemed advisable by the licensing authority.
- B. The applicant shall designate in the application:
1. One or two persons who will serve as manager.
 2. One person who will serve as proceeds coordinator.
 3. At least one person who will serve as supervisor.
 4. At least one person who will serve as assistant.
- C. A person designated as a manager, proceeds coordinator or supervisor on a license shall not serve in any of these positions under any other license.
- D. The applicant shall attach affidavits to the application which are executed by each manager and state that the manager:
1. Will conduct all bingo games in compliance with the license, this article and the rules of the licensing authority.
 2. Is of good moral character.
 3. Has never been convicted of a misdemeanor involving moral turpitude or a felony.
- E. The applicant shall attach an affidavit to the application which is executed by the proceeds coordinator and states that the proceeds coordinator:
1. Will use the net proceeds in compliance with the terms of the license, this article and the rules of the licensing authority.
 2. Is of good moral character.
 3. Has never been convicted of a misdemeanor involving moral turpitude or a felony.
- F. A person may serve as supervisor for more than one occasion for the same licensee. The supervisor shall be continuously present on the premises during the bingo games and until all associated activities have been completed. The applicant shall attach affidavits to the application which are executed by each supervisor and state that the supervisor:
1. Will comply with the terms of the license, this article and the rules of the licensing authority in supervising each occasion.
 2. Is of good moral character.
 3. Has never been convicted of a misdemeanor involving moral turpitude or a felony.
- G. Except in an application for a class A license, the applicant shall attach affidavits to the application which are executed by each assistant and state that the assistant:
1. Will comply with the terms of the license, this article and the rules of the licensing authority in assisting in the conduct of all bingo games.
 2. Is of good moral character.
 3. Has never been convicted of a misdemeanor involving moral turpitude or a felony.
- H. If any premises are to be leased or rented in connection with holding, operating or conducting any game of bingo pursuant to this article, an affidavit by the lessor shall accompany the application stating the lessor's name and address, the amount of rent, stated in a specific dollar amount and not relating to any percentage or portion of gross or net revenue, which will be paid for such premises and that the lessor is, or its officers and directors are, of good moral character and have not been convicted of any misdemeanor involving moral turpitude or a felony.
- I. The local governing body shall upon receipt of the application immediately set a

hearing on the application to be held within forty-five days.

J. Following the receipt of the application and the hearing the local governing body shall recommend approval or disapproval of the application and forward the original or a certified copy of the application endorsed with its approval or disapproval to the licensing authority. If the application is disapproved by the local governing body the endorsement shall contain the specific reasons for disapproval.