

**OREGON DEPARTMENT OF JUSTICE
CHARITABLE ACTIVITIES/GAMING
Permanent Change in Operations Notification
(Temporary Changes are not Required)**

DATE RECEIVED

ORGANIZATION NAME:	Licensee #: B-
PERSON SUBMITTING CHANGE:	CONTACT TELEPHONE NUMBER:
DATE SUBMITTED:	DATE CHANGE IS EFFECTIVE:

SCHEDULE CHANGE						
DAY OF WEEK (Circle Choice)						
SU	MO	TU	WE	TH	FR	SA
SU	MO	TU	WE	TH	FR	SA
SU	MO	TU	WE	TH	FR	SA
SU	MO	TU	WE	TH	FR	SA

Session Start:		<i>If any break, enter number of minutes here:</i>	Session End:	
	AM PM			AM PM
	AM PM			AM PM
	AM PM			AM PM
	AM PM			AM PM

LOCATION CHANGE REQUEST

Location Name (if any):			
Location Street Address:			
City:	County:	State:	Zip:
Phone Number(s):		Monthly Rent Amt.: \$	
Rent Paid To:		Attach copy of new Lease or Agreement.	
Is the person receiving rent a RELATED TAXPAYER?		<input type="checkbox"/> YES	<input type="checkbox"/> NO
Will other licensees conduct bingo at this location?		<input type="checkbox"/> YES	<input type="checkbox"/> NO

MANAGER/SUPERVISOR CHANGE

Previous Manager/Supervisor Name:	M- _____
	<input type="checkbox"/> Primary <input type="checkbox"/> Backup
Was above manager/supervisor's employment terminated (dismissed or resigned)?	
If YES, Explain circumstances on attached sheet. <input type="checkbox"/> YES <input type="checkbox"/> NO	
New Manager/Supervisor Name:	M- _____
	<input type="checkbox"/> Primary <input type="checkbox"/> Backup
Was above new manager/supervisor employed as a game manager by another licensee, immediately prior to this change: <input type="checkbox"/> YES <input type="checkbox"/> NO	
If YES, provide name of prior bingo licensee:	

CERTIFICATION

As a responsible official or bingo manager of the licensed organization, I certify that the above information is correct to the best of my knowledge:		
By: _____	Title _____	Date: _____

Keep a copy of this report for your records.

Mail or fax the completed form to:

**Oregon Department of Justice
100 SW Market Street
Portland, OR 97201-5702**

**Phone: (971) 673-1880
Fax: (971) 673-1882
TTY: (800)735-2900**

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