

I want to:

Become A Qualified Organization

Only nonprofit organizations that can meet the definition of a “qualified organization” and successfully complete the Qualification Application (Form CG-QA) or the Exempt Event Notification (Form CG-EN) may conduct charity gaming activities in the State of Indiana. Please read the following carefully.

IC 4-32.2-2-24 provides (in part) that a Qualified Organization means: a bona fide religious, educational, senior citizens, veterans, civic organization etc... operating in Indiana; that operates without profit to the organization's members; is exempt from taxation under Section 501 of the Internal Revenue Code; and has been continuously in existence in Indiana for at least three (3) years or is affiliated with a parent organization that has been in existence in Indiana for at least three (3) years.

A bona fide political organization operating in Indiana that produces exempt function income; a state educational institution, bona fide national organization operating in Indiana; a bona fide national foundation may also qualify to conduct charitable gaming.

For the purpose of qualifying and conducting exempt events only, a hospital licensed under IC 16-21; a health facility licensed under IC 16-28; and a psychiatric facility licensed under IC 12-25 may apply.

Also, for the purpose of qualifying and obtaining a door prize license only, a bona fide business organization may apply.

There are two (2) ways that an organization may become qualified.

The first is to complete the qualification process using Form CG-QA, Qualification Application. Complete the form in its entirety attaching all required supporting documents such as a copy of your organizations Federal Determination Letter (aka 501(C) letter), By-Laws; Proof of three (3) years existence through internal and external documents (i.e. minutes of meetings, first page of bank statements or copies of 990 filings), etc. Mail the completed application and attachments to the address provided on the form. Processing may take up to 120 business days.

Once the qualification process has been completed, the qualified organization may apply for charity gaming licenses such as bingo, charity game nights, door prize, festival, guessing games, raffle, water race, pull tabs, punchboards, and tip boards. Please review the document **License Types and Related Activities** to determine which license is best for your organization. Note: You may submit a license application with your Qualification Application. The two forms would be reviewed at the same time.

The second option is **a limited qualification** utilizing the Exempt Event Notification (Form CG-EN). This works well for those organizations that do not intend to game on a large scale. If the fair market value of all prizes to be awarded during the gaming activities will not exceed one thousand dollars (\$1000) per event nor three thousand dollars (\$3000) in a calendar year then you may use the Exempt Event Notification (Form CG-EN). This form serves as both the qualification and the event application. First time users of the CG-EN must complete the form in its entirety.

There is no fee due with a Qualification Application (Form CG-QA) or the Exempt Event Notification (Form CG-EN). Your fee for a first time license of any type is \$50.00.

Note: In the event that an organization originally completes the limited qualification (Form CG-EN) and later decides to conduct an event where the prizes to be awarded exceeds the \$1000 cap, you will need to complete both the Qualification Application (Form CG-QA) described above and the applicable license application prior to conducting the larger event.

[CG-QA](#) Qualification Application
[CG-EN](#) Exempt Event Notification