

**I want to:**  
**Cancel my Charity Gaming License/Event**

In the event that you need to cancel your Charity Gaming License, please notify the Commission in writing. The request should be submitted on letterhead; must be signed by the presiding officer and secretary and must be received in our office **before** the date of your event. You may submit the letter of cancelation by mail or via fax (317) 232-0117.

If the event is cancelled before the license is issued, a refund of the license fee paid, minus a \$50 processing fee, will be granted.

If the event is cancelled after the license is issued, a refund of the lessor of; the license fee paid minus a \$50 processing fee, or 50% of the license fee paid will be granted.

Note: Amending the license may be a viable alternative to canceling. See "I Want to Amend My License" section for instructions. We must receive any amendment with the \$25 processing fee from the separate and segregated charity gaming checking account with sufficient time to process before the date of the original event.