

SUMMARY OF APPLICATION QUALIFICATIONS FOR COAM LICENSING

Compliance Check	Class A Master License ONLY	Class B Master License ONLY	BOTH Class A and B Master License	Class A Location License ONLY	Class B Location License ONLY	BOTH Class A and B Location License
Systematic Alien Verification for Entitlements (SAVE)	X	X	X	X	X	X
Tax Compliance		X	X		X	X
Criminal Background History		X	X		X	X
Creditworthiness/Trustworthiness		X	X		X	X
Business Recordkeeping		X	X			
Gaming License		X	X			
Jointly Held Location and Master Licenses		X	X			
Software and Hardware Licenses (Disclosure of Manufacturer Agreements)		X	X			
List of Machine Component Manufacturer, Suppliers and Distributors		X	X			
Local Business License(s)		X	X			
State Issued Business License(s)		X	X			
Additional Criminal Background History (Independent Contracting Firm)		X	X			

APPLICATION QUALIFICATIONS FOR COAM LICENSING

CLASS A – MASTER LICENSE HOLDER AND LOCATION OWNER/OPERATOR

- **Verification of Lawful Presence within the United States** – The Illegal Immigration and Reform Enforcement Act requires the GLC to utilize the Systematic Alien Verification for Entitlements (SAVE) Program to confirm an applicant’s lawful presence in the United States. The SAVE Program is an intergovernmental information-sharing initiative designed to assist Federal, State government agencies and non-government agencies, such as licensing bureaus, in determining an individual’s immigration status. The information provided by SAVE will ensure that only entitled applicants will be granted the license for which they applied. SAVE only provides the immigration status of these individuals and does not make determinations or recommendations regarding a non-citizen’s eligibility for the license. This requires applications to:
 - Complete a signed and sworn (notarized) affidavit verifying the applicant’s lawful presence in the United States. The affidavit must be completed and signed by the licensee. **If the licensee is a business, the affidavit must be completed and signed by an owner, officer, partner, member, or responsible party of the business.**
 - Submit a front and back copy of a secure and verifiable document (must be current and unexpired) from the following list:
 - United States passport or passport card
 - United States military identification card
 - Driver’s license or Identification Card
 - Original or certified copy of a birth certificate
 - Certification of Report of Birth (Form DS-1350)
 - Certification of Birth (Form FS-545)
 - Consular Report of Birth Abroad (Form FS-240)
 - Tribal identification card
 - United States Permanent Resident Card or Alien Registration Receipt Card
 - Employment Authorization Document that contains a photograph of the bearer
 - Passport issued by a foreign government
 - Merchant Mariner Document or Merchant Mariner Credential
 - Free and Secure Trade (FAST) card
 - NEXUS card
 - Secure Electronic Network for Travelers Rapid Inspection (SENTRI) card
 - Driver’s license issued by a Canadian government authority
 - Certificate of Citizenship(Form N-550 or Form N-570)

CLASS B – MASTER LICENSE HOLDER AND LOCATION OWNER/OPERATOR

- **Verification of Lawful Presence within the United States** – The Illegal Immigration and Reform Enforcement Act requires the GLC to utilize the Systematic Alien Verification for Entitlements (SAVE) Program to confirm an applicant’s lawful presence in the United States. The SAVE Program is an intergovernmental information-sharing initiative designed to assist Federal, State government agencies and non-government agencies, such as licensing bureaus, in determining an individual’s immigration status. The information provided by SAVE will ensure that only entitled applicants will be granted the license for which they applied. SAVE only

provides the immigration status of these individuals and does not make determinations or recommendations regarding a non-citizen's eligibility for the license. Applicants must :

- Complete a signed and sworn (notarized) affidavit verifying the applicant's lawful presence in the United States. **An affidavit must be completed by each of the primary (top ten or principal) owners, officers, partners, and shareholders;** and
- **Each primary owner, officer, partner and shareholder** must submit a copy of a secure and verifiable (must be current and unexpired) document from the following list:
 - United States passport or passport card
 - United States military identification card
 - Driver's license or Identification Card
 - Original or certified copy of a birth certificate
 - Certification of Report of Birth (Form DS-1350)
 - Certification of Birth (Form FS-545)
 - Consular Report of Birth Abroad (Form FS-240)
 - Tribal identification card
 - United States Permanent Resident Card or Alien Registration Receipt Card
 - Employment Authorization Document that contains a photograph of the bearer
 - Passport issued by a foreign government
 - Merchant Mariner Document or Merchant Mariner Credential
 - Free and Secure Trade (FAST) card
 - NEXUS card
 - Secure Electronic Network for Travelers Rapid Inspection (SENTRI) card
 - Driver's license issued by a Canadian government authority
 - Certificate of Citizenship(Form N-550 or Form N-570)
- ☐ **Tax Compliance** – The business entity and its owners, officers, members and shareholders holding an ownership interest must be current in the filing of all tax returns and payment of all taxes with the Georgia Department of Revenue.
- ☐ **Criminal Background History** – Applicants must not have been convicted of any of the following criminal offenses:
 - A felony conviction
 - A gambling conviction
 - A high and aggravated misdemeanor conviction (that is, misdemeanors punishable by a fine of more than \$1,000 and imprisonment for a term not to exceed one year)
- ☐ **Creditworthiness/Trustworthiness** – Applicants must meet an acceptable level of creditworthiness consistent with the same standards set for GLC Lottery Retailers. A COAM License cannot be approved for an applicant who fails the credit criteria unless the applicant provides a financial security deposit (FSD) or other credit enhancement acceptable to the GLC.

CLASS B – ADDITIONAL REQUIREMENTS FOR MASTER LICENSE HOLDER ONLY

- ☐ **Business Recordkeeping** – Applicant must state:
 - Who maintains the financial and business records?
 - Who prepares the tax returns and government registrations and filings?
 - Where the records and financial books are kept?

- **Criminal Background History** – The GLC will review the criminal history of COAM applicants consistent with the standards set for GLC Lottery Retailers, with the addition of more rigorous background screenings through independent contracting firms.
- **Gaming License** – The applicant must disclose any gaming license held by the business entity or any owners, officers, members or shareholders of the business entity, to include what state and what years the license was held.
- **Jointly Held Location and Master Licenses** – The GLC intends to verify that applicants do not hold both a Master License and a Location License by having the Class B Master License applicant disclose any joint license and answer the following questions for any and all prior interests, existing within five years of the date of application:
 - Did you divest your interest in the location?
If Yes, provide proof of closing, name, address and phone number of purchaser.
- **Software and Hardware License** – The applicant must disclose any agreement with a manufacturer or distributor for the licensing of software, hardware or any part of a class B machine.
- **Machine Components** – The applicant must provide a list of all, manufacturers, suppliers and distributors of their COAM machines parts, hardware and software.
- **Additional Documents Required** – Applicant must provide valid copies of:
 - All Local Business License(s)
 - All State Issued Business License(s)