



Texas *Original* Application for Coin-Operated Machine General Business License, Import License and/or Repair License and Tax Permit(s)

GLENN HEGAR

TEXAS COMPTROLLER OF PUBLIC ACCOUNTS

General Instructions –

- Do not write in shaded areas.
- Do not separate pages.
- Enter physical address when requested. Do NOT enter P.O. Box or rural route.
- The license fee and the occupation tax due for your machine tax permits must be sent with this application. Payment must be made payable to the State Comptroller.
- **Do NOT** send cash.

Specific Instructions –

- You **MUST** complete the *Texas Coin-Operated Machine Ownership Statement* (Form AP-138), to identify owners, partners, officers, members, managers, directors and/or corporate stockholders. A written request must be sent to change (add or delete) owner information. Omit all corporate stockholders owning less than 10% of the business.
- Each machine must be registered with the Comptroller by:
 - a. **serial number/inventory I.D. number;**
 - b. **make or manufacturer and;**
 - c. **type (pinball and darts are type D "other").**
- A computer printout of your machine inventory, the *Coin-Operated Machine Inventory Supplement For General Business License Holders*, (Form AP-145), may be used instead of completing the inventory list on Page 3. The printout must be numbered and contain all inventory owned at the time your application is submitted.
- If you purchase additional machines during the year, you must complete the Texas Application for *Additional Coin-Operated Machine Tax Permits* (Form AP-141).
- Current calendar year tax permits can be transferred with the sale of a machine by filing a *Coin-Operated Machine Tax Permit(s) Ownership Transfer Statement*, (Form AP-212).
- Each coin-operated machine must have a serial number, owner's name and telephone number that is clearly visible on the outside of the machine. If a machine is manufactured without a serial number, the machine owner must assign a serial number and stamp or engrave the number on the machine.
- An occupation tax permit issued by the Comptroller **MUST** be affixed to each registered machine when it is placed on location. Permits **MUST** be securely affixed to each registered machine on location and in a manner that can be clearly seen by the public and cannot be placed on top of another permit.
- Licenses and permits expire December 31 of each year.
- Renewals are due November 30 of each year. If the due date falls on a Saturday, Sunday or legal holiday, the next business day will be the due date.
- This application must have the signatures of the recordkeeper and the applicant.
- If you purchase a machine from an out-of-state vendor without paying Texas tax, use tax must be reported. If you paid Texas use tax to a vendor, you are not required to report the tax. That vendor must provide you with a receipt showing, among other things, the amount of use tax collected. You should retain a copy of the receipt showing you paid Texas use tax.
- A Texas Sales and Use Tax Permit is required to sell coin-operated machines.

The General Business, Import and Repair Licenses are three separate and distinct licenses.

This application, for one or a combination of these licenses, **MUST** be submitted by any person (sole owner, partnership, corporation or other group) that intends to engage in any business dealing with coin-operated amusement machines.

- A license cannot be issued to anyone who has been convicted of a felony during the past five years or has been on probation or parole as a result of a felony conviction in the past two years.
- A license cannot be issued to anyone indebted to the State of Texas for any fees, costs or penalties or to anyone currently delinquent in the payment of any tax collected by the Comptroller.
- A license may not be issued if applicant fails to designate and maintain an office in this state for the purpose of maintaining records as required by the Coin-Operated Machines Law.
- Applicant must designate an individual responsible for keeping records and reporting to the Comptroller all information required by the Coin-Operated Machines Law. The designated individual must have a relationship to the business to be licensed as required by the Coin-Operated Machines Law and sign a statement accepting the responsibility of maintaining records and reporting information as required by the Coin-Operated Machines Law.

Completed application and payment should be mailed to Comptroller of Public Accounts
111 E. 17th St.
Austin, TX 78774-0100

For Assistance – If you have any question about this application, call us at 1-800-531-5441 ext. 33731.

Federal Privacy Act – Disclosure of your social security number is required and authorized under law, for the purpose of tax administration and identification of any individual affected by applicable law. 42 U.S.C. §405(c)(2)(C)(i); Tex. Govt. Code §§403.011 and 403.078. Release of information on this form in response to a public information request will be governed by the Public Information Act, Chapter 552, Government Code, and applicable federal law.

Americans with Disabilities Act – In compliance with the Americans with Disabilities Act, this document may be requested in alternative formats by calling 1-800-252-5555.

Under Ch. 559, Government Code, you are entitled to review, request and correct information we have on file about you, with limited exceptions in accordance with Ch. 552, Government Code. To request information for review or to request error correction, contact us at the address or phone numbers listed on this form.

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LICENSE TYPE	<p>The application for calendar year _____</p> <p>1. Texas Comptroller's taxpayer number..... • _____</p> <p>2. Check the type(s) of license(s) applied for: <input type="checkbox"/> 1 - General <input type="checkbox"/> 2 - Import <input type="checkbox"/> 3 - Repair</p>
TAXPAYER INFORMATION	<p>3. Legal name of owner (sole owner, partnership, corporation or other name) • _____</p> <p>4. Mailing address (street number and name, P.O. Box or rural route and box number) • _____</p> <p>City _____ State _____ ZIP code _____ County _____</p> <p>Business email address _____</p> <p>5. Enter the daytime phone number of the person primarily responsible for filing tax returns. • _____ - _____ - _____</p> <p>6. Enter your Social Security number if you are a sole owner. _____ - _____ - _____</p> <p>7. Enter your Federal Employer Identification Number (FEIN), if any _____ - _____</p> <p style="text-align: right;">3 _____</p> <p>8. If you are incorporating an existing business, enter the taxpayer number of the existing business. _____</p> <p>9. Enter your taxpayer number for reporting any Texas tax OR your Texas Vendor Identification Number if you now have or have ever had one. _____</p> <p>10. Indicate how your business is owned. <input type="checkbox"/> 1 - Sole owner <input type="checkbox"/> 2 - Partnership <input type="checkbox"/> 3 - Texas corporation <input type="checkbox"/> 7 - Limited partnership <input type="checkbox"/> Foreign corporation <input type="checkbox"/> Other (explain) _____</p> <p>11. If this business is a corporation, enter..... • _____ • _____ • _____ <small>State Texas Secretary of State file number or COA no. Charter, file or COA date month day year</small></p> <p>12. If your business is a limited partnership, enter the home state and identification number..... <small>Home state Identification number</small></p> <p style="text-align: center;"><u>All applicants MUST complete the Texas Coin-Operated Machine Ownership Statement (Form AP-138).</u></p>
RECORDS MAINTAINED	<p>13. Office address in Texas where records will be maintained: (Use street and number or directions; use 9-1-1 address, if possible. The P.O. Box or rural route number are NOT acceptable.)</p> <p>• _____</p> <p>City _____ State _____ ZIP code _____ County _____</p> <p>• _____</p> <p><i>The individual responsible for keeping records must be an owner, partner, officer, trustee, receiver or principal member of the business and must be listed in the Texas Coin-Operated Machine Ownership Statement, (Form AP-138). Occupations Code Sec. 2153.153(c).</i></p>

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Legal name (same as Item 3) _____

14. Check the applicable boxes and complete the information below:

Position (Check all applicable boxes.)
 Sole owner Partner Director Officer Corporate stockholder Record keeper

Percentage of ownership or corporate stock held • _____ % • _____

Name (first, middle initial, last) _____ Social Security number _____ Driver license number and state _____

Home address (street number and name) _____ City _____ State _____ ZIP code _____

Daytime phone (area code and number) _____ Date of birth (mmdyyyy) _____

Position (Check all applicable boxes.)
 Partner Director Officer Corporate stockholder Record keeper

Percentage of ownership or corporate stock held • _____ % • _____

Name (first, middle initial, last) _____ Social Security number _____ Driver license number and state _____

Home address (street number and name) _____ City _____ State _____ ZIP code _____

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APPLICANT INFORMATION

— Attach additional sheets, if necessary. —

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Legal name (same as Item 3) _____

BUSINESS LOCATION

15. Trade name of business/ machine location _____ Business phone (area code and number) _____

16. Location of business
(If business location address is a rural route and box number, provide directions or use 9-1-1 address, if possible.)

City _____ State _____ ZIP code _____ County _____

MACHINE INFORMATION

17. For each machine **OWNED**, list the serial number/inventory I.D. number, make, machine type and indicate whether each machine is exhibited or displayed on location.

MACHINE SERIAL NUMBER/INVENTORY I.D. NUMBER	MACHINE MAKE OR MANUFACTURER	MACHINE TYPE CODE <i>(Use letter codes from Item 18)</i>	EXHIBITED OR DISPLAYED ON LOCATION
1.			<input type="checkbox"/> YES <input type="checkbox"/> NO
2.			<input type="checkbox"/> YES <input type="checkbox"/> NO
3.			<input type="checkbox"/> YES <input type="checkbox"/> NO
4.			<input type="checkbox"/> YES <input type="checkbox"/> NO
5.			<input type="checkbox"/> YES <input type="checkbox"/> NO
6.			<input type="checkbox"/> YES <input type="checkbox"/> NO
7.			<input type="checkbox"/> YES <input type="checkbox"/> NO
8.			<input type="checkbox"/> YES <input type="checkbox"/> NO
9.			<input type="checkbox"/> YES <input type="checkbox"/> NO
10.			<input type="checkbox"/> YES <input type="checkbox"/> NO
11.			<input type="checkbox"/> YES <input type="checkbox"/> NO
12.			<input type="checkbox"/> YES <input type="checkbox"/> NO
13.			<input type="checkbox"/> YES <input type="checkbox"/> NO
14.			<input type="checkbox"/> YES <input type="checkbox"/> NO
15.			<input type="checkbox"/> YES <input type="checkbox"/> NO
16.			<input type="checkbox"/> YES <input type="checkbox"/> NO
17.			<input type="checkbox"/> YES <input type="checkbox"/> NO
18.			<input type="checkbox"/> YES <input type="checkbox"/> NO
19.			<input type="checkbox"/> YES <input type="checkbox"/> NO
20.			<input type="checkbox"/> YES <input type="checkbox"/> NO

For additional inventory, complete the Coin-Operated Machine Inventory Supplement for General Business License Holders (Form AP-145), or a computer printout of all numbered inventory may be used. If you use a computer printout, you MUST complete Items 18-20.

18. Enter the number of **each type** of music, skill or pleasure coin-operated machine that is exhibited or displayed in **this** location.

- A - MUSIC	- B - POOL TABLES	- C - VIDEO GAMES	- D - OTHER

19. Total number of machine in **this** location that require tax permits(Total of items 18A-D).....

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LICENSE FEE

20. TOTAL NUMBER of machines in ALL locations that require tax permits.
(Total of item 19 from this location and item 6 from all Supplemental Forms AP-145).....

21. Enter the total number of machines that you **OWN**

License Fee(s) – To determine the license fee due, use the number of machines that you OWN shown in Item 21 and select the correct fee from the schedule below. **NOTE:** If you now hold or are applying for a General Business License and/or and Import License, the right to repair machines is included, and no Repair License or fee is required.

General Business License Fee Schedule
These fees cannot be prorated.

Applicant with 50 or fewer machines	\$200.00
Applicant with 51 to 200 machines	\$400.00
Applicant with over 200 machines	\$500.00
Import license.....	\$500.00
Repair license	\$50.00

22. Amount due for General Business License..... \$

23. Amount due for Import License..... \$

24. Amount due for Repair License

25. TOTAL LICENSE FEE(S) DUE (Total of items 22 - 24)

OCCUPATION TAX PERMIT CALC.

When you calculate the occupation tax due on your coin-operated machines, DO NOT include coin-operated cigarette, service, merchandise vending machines, coin-operated amusement machines designed exclusively for children or machines PERMANENTLY taken out of service.

26. Calculate the occupation tax due for all machines placed on location during this application year. *Multiply the total number of machines placed on location for the first time in the appropriate calendar quarter by the rate for that quarter.*

a. 1st quarter (January - March):..... machines at \$60.00 each = \$

b. 2nd quarter (April - June): machines at \$45.00 each = \$

c. 3rd quarter (July - September): machines at \$30.00 each = \$

d. 4th quarter (October - December): machines at \$15.00 each = \$

27. TOTAL OCCUPATION TAX DUE (Total Items 26a-d)

AMT. DUE

28. TOTAL AMOUNT DUE (Item 25 plus Item 27)

Total amount due must be paid with this application.

STATEMENT

29. The sole owner, all general partners, corporation or organization president, vice-president, secretary or treasurer, managing director or an authorized representative and the recordkeeper must sign. A representative must submit a written power of attorney.

The law provides that a person who knowingly secures or attempts to secure a license by fraud, misrepresentation or subterfuge is guilty of a second degree felony and upon conviction is punishable by confinement for two (2) to twenty (20) years and a fine up to \$10,000. (Occupations Code Sec. 2153.357; Penal Code Sec. 12.33)

I (We) declare that the information in this document and any attachments is true and correct to the best of my (our) knowledge and belief.

Type or print name and title of sole owner, partner or officer	Driver license number / state	sign here ▶	Sole owner, partner or officer
<input type="text"/>	<input type="text"/>		<input type="text"/>
Type or print name and title of partner or officer	Driver license number / state	sign here ▶	Partner or officer
<input type="text"/>	<input type="text"/>		<input type="text"/>
Type or print name and title of partner or officer	Driver license number / state	sign here ▶	Partner or officer
<input type="text"/>	<input type="text"/>		<input type="text"/>

By signing below as the designated recordkeeper, I agree to accept responsibility for the maintenance of records and reporting of information to the Comptroller as required by Occupations Code Sec. 2153.153 and 2153.202.

Type or print name of recordkeeper	Driver license number / state	sign here ▶	Recordkeeper
<input type="text"/>	<input type="text"/>		<input type="text"/>

WARNING. You may be required to obtain an additional permit or license from the State of Texas or from a local governmental entity to conduct business. A listing of links relating to acquiring licenses, permits, and registrations from the State of Texas is available online at <http://www.Texas.gov>. You may also want to contact the municipality and county in which you will conduct business to determine any local governmental requirements.

Date of signature
month day year