



# REPORTING OBLIGATIONS FORM

## FOR GAMING SERVICE EMPLOYEES, GAMING EMPLOYEES, AND KEY GAMING EMPLOYEES

Individuals who are licensed or registered by the Gaming Commission have a continuing duty to notify and update the Commission within 10 days of the occurrence of:

- Any arrest, indictment, charge or criminal conviction in any jurisdiction;
- Any exclusion from any casino, gaming establishment or gambling entity in any jurisdiction;
- Any denial, suspension or revocation by a government agency in any jurisdiction of a license, registration or approval held by or applied for by the individual;
- Any discipline imposed by a government agency in any jurisdiction; and/or
- Any reports, complaints or allegations of which the individual is or should be aware involving conduct that could lead to criminal charges.

### YOUR INFORMATION

NAME: \_\_\_\_\_

GAMING LICENSE / REGISTRATION NUMBER: \_\_\_\_\_

### DETAILS

DATE OF OFFENSE / INCIDENT: \_\_\_\_\_

PLACE OF OFFENSE / INCIDENT: \_\_\_\_\_

GOVERNMENT AGENCY / POLICE DEPARTMENT: \_\_\_\_\_

CHARGE(S): \_\_\_\_\_

DISPOSITION NARRATIVE (if applicable. Use reverse if necessary): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please attach copies of official documentation in your possession related to this incident. Documentation might include (but is not limited to) court paperwork, police reports, and/or correspondence from a government agency. **Please submit this completed form to a Massachusetts Gaming Commission Agent at a gaming facility, via email to [employeereporting.mgc@state.ma.us](mailto:employeereporting.mgc@state.ma.us), fax to 617.737.8066, or by mailing it to:**

#### MASSACHUSETTS GAMING COMMISSION

101 Federal Street, 12<sup>th</sup> Floor

Boston, MA 02110

ATTN: Division of Licensing

