



## Application for Amusement Arcade License (10+ Devices)

Application Fee \$25.00 -- Non-Refundable  
Annual Fee - \$100.00 Due December 10<sup>th</sup> of each year

### Section 1: Applicant Information (OHMC 5.44)

Business Name:

---

Applicant Name:

---

Physical Address:

---

Mailing Address (if  
different from above):

---

Phone:

---

Email:

---

Designated Agent:  
(OHMC 5.44.060)

---

If applicant is a Corporation,  
please state the managing or  
directing agent's name.\*

*\* Include documentation from the Corporation verifying that the listed managing or directing agent has authority to enter into the license for Amusement Arcades.*

### Section 2: License Required Prior to Device Placement (OHMC 5.44.070)

Instructions: Please Circle YES if you understand. Circle NO if you do not understand.

YES / NO The license requirement herein must be in force prior to placing any coin-operated machines on the premises.

YES / NO The license required herein shall be in addition to the license required by **OHMC 5.12.020** ("Amusement Devices")

**I have received the Application for Amusement Devices.**

### Section 3: Annual License Renewal (OHMC 5.44.080)

Instructions: Please Circle YES if you understand. Circle NO if you do not understand.

YES / NO Application renewals must be made annually. Submit the application renewal by December 10<sup>th</sup> (during the same year in which the license was issued) in time for Council review.

YES / NO If the application is not submitted by December 10<sup>th</sup>, the applicant must apply as a new applicant and pay the nonrefundable application fee (\$25.00).

### Section 4: Prohibitions (OHMC 5.44.110-130)

The applicant acknowledges that he or she will not allow any of the items described in OHMC 5.44.110-130 on the premises (Retail sales, Alcoholic beverages or controlled substances, and Gambling).

### Section 5: Acknowledgement of OHMC 5.44

*I acknowledge that I have read and understand Oak Harbor Municipal Code 5.44. The above information is true and correct and provided for the purpose of obtaining a Amusement Arcade license under Chapter 5.44 of the Oak Harbor Municipal Code.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Section 6: Instructions to Obtain Amusement Arcade License

- **Step 1:** Complete application and pay application fee (\$25.00).
- **Step 2:** The City Clerk will inform you when your application will be added to the Council Agenda for Council action.
- **Step 3:** Following Council review, the Clerk will contact you with the results.
- **Step 4:** If Council approves the application, you must pay the \$100.00 annual license fee and then you will receive a Business and Arcade Amusement endorsement in the mail.
- **Step 5:** If Council denies the application, the application fee is non-refundable.
- **Renewal:** Must renew Amusement Arcade application and license annually via Council Approval Process. See OHMC 5.44.080.

