

# The County Commissioners of Kent County

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SHELLEY L. HERMAN  
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THOMAS N. YEAGER  
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## **APPLICATION FOR MULTIPLE GAMING DEVICE AND RAFFLE PERMIT**

According to State law, the use of certain gambling activities, such as raffles, card games, paddle wheels, casino nights, etc., for charitable fund-raising are allowed only when conducted pursuant to the provisions of the Annotated Code of Maryland, Criminal Law §§ 13-1701 to 13-1705 and a permit must be obtained from the County Commissioners' Office. Only two permits per year, per organization can be issued for gambling activities.

Citizens and county government alike are required to comply with the provisions of the State statute. We seek to make the permit application procedures as simple and convenient as possible while meeting the minimum requirements of the law and avoiding the problems that the State law was enacted to prevent.

The County Commissioners' Office is happy to assist you in this permit process. If you have any questions concerning the permit procedures or any information requested in this application, please call (410) 778-4600.

Very truly yours,

THE COUNTY COMMISSIONERS  
OF KENT COUNTY, MARYLAND

William W. Pickrum, President

Ronald H. Fithian, Member

William A. Short, Member



Recycled Paper

Permit# \_\_\_\_\_

**MULTIPLE GAMING DEVICE AND RAFFLE PERMIT APPLICATION**

Pursuant to the provisions of the Annotated Code of Maryland, Criminal Law §§ 13-1701 to 13-1705.

Name of Organization: \_\_\_\_\_

Address of Organization: \_\_\_\_\_

Telephone: (\_\_\_\_\_) \_\_\_\_\_

Is the organization formed or located in Kent County? Yes No

Does the organization serve the residents of Kent County? Yes No

Is this organization tax exempt under the provisions of the Internal Revenue Code? Yes No

Tax Exempt Number: \_\_\_\_\_

Name, address and telephone number of person responsible for complying with permit regulations and requirements: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(\_\_\_\_\_) \_\_\_\_\_

Type of permit sought: ( ) Raffle Only ( ) Combined gaming devices used in a single fund-raising event

Location address of fund-raising affair: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Are these premises owned, leased, or regularly occupied by the organization named above? Yes No

Date(s) of fund-raising: \_\_\_\_\_

Date and Time of Drawing: \_\_\_\_\_ Begin at: \_\_\_\_\_ End at: \_\_\_\_\_

**If you are seeking a permit authorizing only a raffle that is not conducted in combination with other gaming activity, please sign below.**

**If, however, you are seeking to conduct a fund-raiser using more than one gaming activity in a single event, please complete the following page.**

Signature of person completing this application: \_\_\_\_\_

**Please Select One:**

( ) Pick Up

( ) Mail Permit (will be mailed to person responsible)

Pursuant to the provisions of the Annotated Code of Maryland, Criminal Law §§ 13-1701 to 13-1705.

Check the gaming devices to be used at this fund-raising event to award merchandise or cash prizes:

<input type="checkbox"/> Raffles	<input type="checkbox"/> Chance books	<input type="checkbox"/> Paddle Wheels
<input type="checkbox"/> Wheels of fortune	<input type="checkbox"/> Card games	<input type="checkbox"/> Lotteries

<input type="checkbox"/> Other_____
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Will this fund-raiser be managed and operated only by individuals domiciled in Kent County?    Yes      No

If no, please explain circumstances:

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Will alcoholic beverages be served or available for purchase at this fund-raising event?    Yes      No

Is the organization a religious organization?    Yes      No

If yes, has it conducted services regularly in Kent County for at least three (3) years?    Yes      No

Where are services conducted and how often? \_\_\_\_\_

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What percentage of funds derived from the multiple gaming devices will be spent or donated to:

\_\_\_\_\_ %Civic      \_\_\_\_\_ % Charitable      \_\_\_\_\_ % Educational

Name, address and telephone of person completing application:

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(        ) \_\_\_\_\_

Signature of person completing application: \_\_\_\_\_

## NET PROFIT STATEMENT

Permit No. \_\_\_\_\_

The net profits of the fund-raising affair held by \_\_\_\_\_

\_\_\_\_\_ at \_\_\_\_\_

on \_\_\_\_\_ was \$ \_\_\_\_\_.

The attached accounting of funds received or pledged and of all of the expenses paid or incurred with respect to the fund-raising affair is true and correct.

I solemnly affirm under penalties of perjury and upon personal knowledge that the statements are true and correct.

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

Mail to:

Kent County Commissioners Office  
400 High Street  
Chestertown, MD 21620

# **SPECIAL EVENT RECYCLING**

## **FACT SHEET**

### **What are My Responsibilities Under the Special Events Recycling Program (SERP)?**

Under Maryland Law, special event organizers are responsible for providing recycling at special events that meet the following three criteria:

1. Includes temporary or periodic use of a public street, publicly owned site or facility, or public park;
2. Serves food or drink; and
3. Is expected to have 200 or more persons in attendance.

You are responsible for providing and placing recycling receptacles adjacent to each trash receptacle at the event (except if already existing on site). Recycling receptacles must be clearly distinguished from trash receptacles by color or signage. You must ensure that the recyclables are collected and delivered for recycling. Finally, you are responsible for any costs and labor to carry out the recycling program at your event.

### **Which Materials Must be Recycled?**

You must provide for recycling of at least plastic containers, metal containers, glass containers, and paper. If you will be serving food at the event, you must assess the availability of recycling service for food scraps, and if available, provide it. Note that you must provide separate collection bins for food scraps and other recyclables if food scraps collection will be provided. Edible surplus food may also be donated.

### **What Steps Should I Take Before the Event?**

1. Obtain any required permits, licenses, and/or reservations required for the event.
2. Think about the waste stream that will be generated at the event. Can the quantity of waste generated at the event be reduced? For example, water and condiments may be served from bulk containers rather than in packets or plastic bottles; printed handouts and other materials may be double-sided.
3. Determine which materials will be accepted for recycling and assess availability of food recycling.
4. Contract with a recycling hauler for recycling. Be sure to ask about accepted and prohibited materials and the pickup timing and locations. Infinity Recycling provides event recycling – 410-928-3333
5. Visit the event venue and determine the number and location of trash receptacles.
6. Purchase or rent recycling receptacles for placement adjacent to all trash receptacles and deliver the recyclables to a Kent County recycling drop-off center. Free/printable images for signage are available here: <http://www.recycleminnesota.org/resources-6/free-signs-a-images>
7. Train staff that will be involved in the recycling program. Establish who is responsible for emptying recycling bins and when.

### **Where Can I Find More Information?**

For more information and assistance in setting up the recycling program, please contact the Kent County Environmental Operations Department at 410-778-7439 and the manager of the event venue.

Helpful link:

- EPA's "Recycle on the Go"  
Website: <http://www.epa.gov/epawaste/conserve/tools/rogo/index.htm>