



Dear Retailer:

Your contract with the North Carolina Education Lottery is due for renewal. As such, please complete all areas on the enclosed renewal: answer the three questions in Section B, indicate the ownership percentage and Date of Birth for owner(s) in Section C, sign and ensure the notary completes all fields in Section D.

Please note, any renewal received with a blank area(s) will delay your contract renewal or may be regrettably rejected. Once completed, you can fax the renewal to: 919.715.2716, email it to: creditcontracts@lotterync.net or mail it to:

North Carolina Education Lottery
Attention: RCA
2728 Capital Boulevard
Suite 144
Raleigh, NC 27604

If the NCEL does not receive a fully executed renewal by the date required, your terminal will be suspended. You have 90 days from the date you are suspended to provide a complete renewal, or you will be terminated and your terminal will be removed. After termination, if you wish to reapply you may. If you have any questions you can call Retailer Contacts at 1.877.382.4530 and speak with a member of the background investigation team.

As required by North Carolina General Statue Chapter 18c, an applicant to be a retailer must undergo three background investigations: criminal, taxation, and credit. As a part of the renewal process, the NCEL may perform these reviews and any unsatisfactory issues will need to be resolved in order to continue as a lottery retailer. Upon approval, your contract be renewed for a period of three (3) years and a new Certificate of Authority will be issued.

It is stipulated "Retailers(s) shall attend training sessions from time to time, as requested by the NCEL. Retailers that change owners will be required to attend a retailer training class even in situations when the same manager and/or employees are retained at the retailer location."

In support of the NCEL's Responsible Gaming program, we request that at least one representative from each store complete the responsible gaming training at: <https://learningwizard.lotteryservices.net/ncs> once every three (3) years. Click on the NCEL logo, enter your Retailer ID XXXXXX and welcome for the password.

We look forward to the opportunity to continue our partnership. With that in mind, there will be no renewal application fees charged. Thank you for your work to enhance education in North Carolina, and good luck as a North Carolina Education Lottery retailer!

Sincerely,

RCA Department
North Carolina Education Lottery



2728 Capital Blvd., Suite 144
Raleigh, NC 27604
Phone: 877.382.4530
TTY: 888.663.0154
Fax: 919.715.2716

Independent Retailer Contract Renewal Application

★ **Section A: Confirm information indicated. Should any information require updating, please reflect changes on a separate piece of paper.**

Retailer ID:	Legal Tax Name as it appears on W-9:
Store Name:	Store Address:
Business Type: <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> General Proprietorship <input type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit Corporation <input type="checkbox"/> LLC <input type="checkbox"/> S-Corp <input type="checkbox"/> Other	NC Sales and Use ID:

★ **Section B: Disclosure Requirements. Please answer all questions in full. Incomplete responses will delay your contract renewal.**

- ITF NCEL Bank Letter:** I certify that our NCEL sweep bank account is designated In Trust for the North Carolina Education Lottery.
☐ Yes ☐ No
- Criminal Background:** Have you been convicted for a violation of any state or federal law, whether misdemeanor or felony including any offense relating to gambling?
☐ Yes ☐ No
If yes, provide details and information that include the nature and date of offense, date of conviction, if any, jurisdiction of offense, dispositions and any orders of the court on a separate sheet of paper and include it in with the application.
- Responsible Gaming:** I certify that at least one representative from each of my stores handling lottery has completed the responsible gaming training at <https://learningwizard.lotteryservices.net/ncs> in the last three years.
☐ Yes ☐ No

★ **Section C: Please provide requested information for Owner(s), reflect changes on a separate piece of paper.**

Owner Name:	Date of Birth:	Ownership %:
Home Address:	Home/Cell #:	

★ **Section D: Certification Requirements, any lines left blank will cause the contract renewal to be rejected.**

My signature below certifies that I have read and agree to abide by all laws and regulations of the NCEL, the NCEL Retailer Contract and any Addendums, Retailer Rules and Regulations and AC outlet requirements for lottery equipment. The most updated Retailer Contract has been provided to me and I acknowledge that I can retrieve all documents specified herein at the NCEL website www.nc lottery.com or by calling the NCEL Customer Service hotline 877.382.4530 I hereby certify the accuracy of information provided herein and that I am duly authorized to execute this application and accept the terms and conditions of the Retailer Contract and any Addendums.

Owner Name: _____ **Owner Signature:** _____ **Date:** _____

Notarial certificate for an acknowledgement: County: _____ State: _____

I certify that the _____ personally appeared before me this day, acknowledging to me he/she signed the foregoing document.
Name of Principal

Printed Name of Notary: _____

Official Signature of Notary: _____

OFFICIAL SEAL

Date: _____ **My Commission Expires:** _____