# City of Houston
# Application for Additional
# Coin-Operated Amusement Machine Decals

Revised 02/07/12

**1. Texas Comptroller taxpayer number** | **Today's Date:**

**2. Print the Legal name of owner** | **Sole Owner** | **Partnership** | **Corporation** | **Other**

**3. Print the Mailing Address** (Street & no., P.O. Box or rural route/box)

**4. City** | **State** | **ZIP code** | **County**

**5. Trade Name of Business** | **6. Business Phone #**

**Note: It is important to register all machines in your inventory on your original application for each calendar year.**

**6. Enter the number of EACH TYPE of coin-operated machine that you have at all locations in this application.**

| A | B | C | Office use only | Beginning # | |
|---|---|---|---|---|---|
| Non-Amusement | Amusement | Total | | Ending # | |
| | | | | # Issued | |

**7. TOTAL NUMBER of machines in ALL locations that require tax permits. (Total of Item 7C)**

**8. 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. The cost of the decals are prorated quarterly for NEWLY ACQUIRED machines. You must attach invoice or receipt as evidence of the purchase date of new machines. You may request the prorated fee, if machines have been registered by you but not previously displayed.**

| | | | |
|---|---|---|---|
| a. 1st quarter ( January - March) | | machines at $15.00 each = | $ |
| b. 2nd quarter ( April - June) | | machines at $11.25 each = | $ |
| c. 3rd quarter (July - September) | | machines at $ 7.50 each = | $ |
| d. 4th quarter (October - December) | | machines at $ 3.75 each = | $ |

**9. TOTAL OCCUPATION TAX DUE** $

**PAYMENT MAY BE INCLUDED WITH MAIL-IN APPLICATION.**
**APPLICANTS OR AGENT MUST APPEAR IN PERSON WITH PHOTO ID TO PICK UP DECALS.**

**10. Section 44-90 of the City of Houston Code of Ordinances: "Nothing contained in this division shall be construed or have the effect to license, permit, authorize or legalize any machine, device, table or coin-operated machine, the keeping, exhibition, operation, displaying or maintenance of which is illegal or in violation of any article of the Penal Code of this state, or the constitution of this state."**

It is unlawful for an owner to display or exhibit for commercial use any coin-operated machine which does not have a decal evidencing payment of the occupation tax properly attached to the machine. The machine must not be plugged in without the decal. After January 31st of each year, coin-operated machine(s) upon which the tax required has not been paid or upon which the decal is not PROPERLY displayed may be SEALED. For each machine sealed there will be a $250.00 penalty and a $5.00 seal removal fee. The owner or agent must appear in person to pay the penalty and seal removal fees. Upon proof of payment of the occupation tax ($15.00), the penalty ($250.00) and the removal fee ($5.00), authorization will be given for removal of the seals. Only cash or bank-issued cashier's check will be accepted. If decals are being replaced as a result of theft or destruction, a police report must accompany your application for a prorated rate.

**The sole owner or partner or officer or agent and recordkeeper must sign. An agent must submit a written power of attorney. I am applying for occupation tax permits for coin-operated amusement machine(s) which are listed in this application. I (We) certify that all information submitted in this application for tax permit(s) and any attachments is true and correct.**

| Signature (sole owner, partner or officer) | Printed Name | Date | Title or Position with company |
|---|---|---|---|
| Signature (recordkeeper or agent) | Printed Name | Date | Title or Position with company |

Houston Permitting Center
1002 Washington, 1st Floor
Houston, Texas 77002

City of Houston
Administration and Regulatory Affairs Department
Commercial Permitting and Enforcement Section
832-394-8803

## City of Houston
## Coin-operated Machine

Location # ___ of ___



| Legal Name | Date: |
|---|---|
| | |

(same as Item 3)

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

| Address | Suite # | City | State | Zip Code | County |
|---|---|---|---|---|---|
| | | | | | |

| Machine Serial Number | Machine Make and Model | Type Code | Exhibited or Displayed on Location | Assigned City Decal Number |
|---|---|---|---|---|
| 1 | | | Yes No | |
| 2 | | | Yes No | |
| 3 | | | Yes No | |
| 4 | | | Yes No | |
| 5 | | | Yes No | |
| 6 | | | Yes No | |
| 7 | | | Yes No | |
| 8 | | | Yes No | |
| 9 | | | Yes No | |
| 10 | | | Yes No | |
| 11 | | | Yes No | |
| 12 | | | Yes No | |
| 13 | | | Yes No | |
| 14 | | | Yes No | |
| 15 | | | Yes No | |
| 16 | | | Yes No | |
| 17 | | | Yes No | |
| 18 | | | Yes No | |
| 19 | | | Yes No | |
| 20 | | | Yes No | |
| 21 | | | Yes No | |
| 22 | | | Yes No | |
| 23 | | | Yes No | |
| 24 | | | Yes No | |
| 25 | | | Yes No | |

**Note: It is important to register all machines in your inventory on your original application for each calendar year.**

**13. Enter the number of EACH TYPE of music, skill or pleasure coin-operated machine that you have at this location.**

| A | B | C | D | E | | | | |
|---|---|---|---|---|---|---|---|---|
| Video Games | Pool Tables | Pinball Games | Darts | Music | | | Page Total | Location Total |
| | | | | | | | | |

**ORIGINAL REGISTRATION**

**Game Room Permit #** _____

**City of Houston**
**Coin-operated Machine**

**REGISTRATION FOR AMUSEMENT REDEMPTION MACHINES ONLY**



Amusement Redemption machine means a recreational machine that provides the user with an opportunity to receive something of value other than a right to replay and in which credits, or the equivalent therof, are accumulated when: a particular configuration of like symbols is displayed in a random fashion by the machine; symbols or numbers are matched to a randomly selected symbol or number determined by the machine; a combination of cards is arrived at and valued in a traditional hierarchy for purposes of poker; or a combination of cards is arrived at and points assigned for purposes of blackjack. Note: A building, facility, or other place that contains one or more amusement redemption machines is considered a "game room". Game Rooms are required to have a license, issued by the City of Houston.

**Location #** _____ **of** _____

**Legal Name** | **Date:**
(same as Item 3)

**12. For each machine OWNED at the LOCATION identified below, list the serial number, make, machine type and indicate whether each machine is exhibited or displayed on location.**

| Address | Suite # | City | State | Zip Code | County |
|---|---|---|---|---|---|
| | | | | | |

| Machine Serial Number | Machine Make and Model | Type Code | Exhibited or Displayed on Location | **Assigned City Decal Number** |
|---|---|---|---|---|
| 1 | | | Yes No | |
| 2 | | | Yes No | |
| 3 | | | Yes No | |
| 4 | | | Yes No | |
| 5 | | | Yes No | |
| 6 | | | Yes No | |
| 7 | | | Yes No | |
| 8 | | | Yes No | |
| 9 | | | Yes No | |
| 10 | | | Yes No | |
| 11 | | | Yes No | |
| 12 | | | Yes No | |
| 13 | | | Yes No | |
| 14 | | | Yes No | |
| 15 | | | Yes No | |
| 16 | | | Yes No | |
| 17 | | | Yes No | |
| 18 | | | Yes No | |
| 19 | | | Yes No | |
| 20 | | | Yes No | |

**Note: It is important to register all machines in your inventory on your original application for each calendar year.**

**REGISTRATION FOR AMUSEMENT REDEMPTION MACHINES ONLY**

**Game Room Permit #** _____