

3772-8-01

**Casino gaming employee license required.**

(A) Employees of a casino operator or management company applicant or licensee, not required to obtain a key employee license, who perform the following functions, regardless of title, except for employees whose duties relate solely to non-gaming activities, must obtain and hold a casino gaming employee license:

- (1) Assistant managers and other supervisors and managers;
- (2) Boxpersons;
- (3) Cashiers;
- (4) Change personnel;
- (5) Clerks;
- (6) Count room personnel;
- (7) Credit supervisors;
- (8) Data processing personnel;
- (9) Dealers and croupiers;
- (10) Floorpersons;
- (11) Hosts;
- (12) Internal audit and accounting personnel;
- (13) Machine mechanics, computer machine technicians and table game device technicians;
- (14) Personnel authorized to extend complimentary services, including employees performing functions similar to those performed by a gaming junket;
- (15) Personnel authorized to issue credit;
- (16) Personnel authorized to issue promotional play;
- (17) Personnel with security administrator access to a slot machine tracking system;
- (18) Promotional play supervisors;
- (19) Security personnel, including guards and game observers;
- (20) Shift supervisors;

(21) Shills;

(22) Slot attendants;

(23) Surveillance personnel;

(24) Table game managers; and

(25) Any other employee who conducts or participates in the conduct of casino gaming, who participates in the transfer or handling of chips, tokens or money, or who participates in audit or accounting functions.

(B) A person employed as a casino gaming employee may not be employed concurrently by a gaming related vendor applicant or licensee, except that a person holding a casino gaming employee license may be employed by a licensed management company that is also licensed as a gaming related vendor.

Effective: 12/27/2011

R.C. 119.032 review dates: 12/16/2016

CERTIFIED ELECTRONICALLY

---

Certification

12/16/2011

---

Date

Promulgated Under: 119.03  
Statutory Authority: 3772.03(D)(27), 3772.033(M), 3772.131(A)(6),  
3772.131(B)  
Rule Amplifies: 3772.09(A), 3772.131(A), (B)

3772-8-02**Casino gaming employee license application, license period and provisional license.**

- (A) An applicant for a casino gaming employee license must complete and submit the appropriate form(s) required by the commission and pay an application fee and license fee as described in rule 3772-8-03 of this chapter. The applicant must provide the commission with all information and documents that the commission requests. The application fee may be increased in accordance with paragraph (B) of rule 3772-8-03 of this chapter.
- (B) A casino gaming employee license expires three years after the date of licensure.
- (C) An applicant for a casino gaming employee license may request renewal of the license by completing and submitting the appropriate form(s) required by the commission and paying an application fee and license fee as described in rule 3772-8-03 of this chapter no less than ninety days before the expiration of the license. An applicant for a renewal license must provide the commission with all information and documents that the commission requests. The application fee may be increased in accordance with rule 3772-8-03 of this chapter.
- (D) All casino gaming employee applicants and licensees shall undergo a complete investigation at least once every three years as determined by the commission to determine that the applicant or licensee remains in compliance with chapter 3772 of the Revised Code and this chapter. The casino gaming employee applicant or licensee shall bear the costs of any investigation, except that a casino operator or management company applicant or licensee that currently employs the licensee as a casino gaming employee shall pay the investigation costs for any renewal application.
- (E) The commission may request any other information that would affect the applicant's or licensee's suitability to maintain a casino gaming employee license under chapter 3772 of the Revised Code or this chapter. The applicant or licensee shall provide all information, documents and materials at the applicant's or licensee's sole expense and cost, except that a casino operator applicant or licensee that currently employs the licensee as a casino gaming employee shall pay the investigation costs for any renewal application.
- (F) An individual who has received an offer of employment from a casino operator or management company applicant or licensee may apply for a provisional casino gaming employee license only by completing and filing a comprehensive application on form(s) required by the commission, providing the commission with all information and documents that the commission requests and paying an application fee and license fee as described in rule 3772-8-03 of this chapter. Upon submission of a complete application, documentation of an offer of employment from a casino operator or management company applicant or licensee, all applicable fees and compliance with an instant criminal records check, the commission may issue a provisional license. Provisional licenses shall be valid not

longer than three months and may be renewed one time. A provisional licensee may request the renewal of a provisional license by filing a written request with the commission no later than ten days prior to the expiration of the provisional license and providing an additional license fee as described in rule 3772-8-03 of this chapter.

Effective: 12/27/2011

R.C. 119.032 review dates: 12/16/2016

CERTIFIED ELECTRONICALLY

---

Certification

12/16/2011

---

Date

Promulgated Under: 119.03  
Statutory Authority: 3772.03(D)(2), (D)(15), (D)(27), 3772.033(M),  
3772.131(B), (D), (E), 3772.15(A), (B)  
Rule Amplifies: 3772.03(D)(2), (D)(15), 3772.09(A), 3772.10(B),  
3772.131, 3772.15

3772-8-03

**Casino gaming employee fees.**

- (A) An applicant for a casino gaming employee license shall pay a nonrefundable application fee of two hundred and fifty dollars, except that a casino operator or management company applicant or licensee that currently employs the applicant as a casino gaming employee shall pay the investigation cost for any renewal applications.
- (B) The application fee for a casino gaming employee license may be increased to the extent that the cost of the background investigation relating to an applicant exceeds the application fee set forth in paragraph (A) of this rule. The executive director of the commission or his or her designee shall advise the applicant in writing that an additional application fee is required. Once an applicant is directed to submit an additional application fee, the commission will take no additional steps with respect to the application until the increased application fee is paid in accordance with paragraph (D) of this rule.
- (C) Upon approval by the commission, an applicant for a casino gaming employee license shall pay a nonrefundable license fee of two hundred and fifty dollars, except that a casino operator or management company that makes a specific request of the commission that the applicant or licensee be licensed as a casino gaming employee shall pay the license fee.
- (D) All fees must be submitted to the commission in the form of a certified check, cashier's check or electronic funds transfer payable to the treasurer of the state of Ohio.

Effective: 12/27/2011

R.C. 119.032 review dates: 12/16/2016

CERTIFIED ELECTRONICALLY

---

Certification

12/16/2011

---

Date

Promulgated Under: 119.03  
Statutory Authority: 3772.03(D)(27), 3772.033(M), 3772.131(E),  
3772.15(A), (D), 3772.17(E)  
Rule Amplifies: 3772.131(B), (E), 3772.15(A), (D), 3772.17(E)

3772-8-04

**Duty to update information.**

(A) All casino gaming employee licensees and applicants must submit to the commission, in writing, the following information:

(1) Change of name;

(2) Change of home address;

(3) Change of home telephone number;

(4) Any bankruptcy filed by the licensee or applicant;

(5) Any arrest of or charge filed against the licensee or applicant for any crime or offense occurring in any jurisdiction, excluding minor traffic offenses;

(6) Any inquiry into, investigation of, or action filed against the licensee or applicant by any gaming regulatory agency or governmental gaming authority;

(7) Any rejection, suspension, revocation or denial of any gaming-related application or license and any fine, penalty, or settled amount relating to any gaming-related license, imposed upon or agreed to by the licensee or applicant in any jurisdiction;

(8) Any other information that would affect the licensee's or applicant's suitability to maintain a casino gaming employee license under chapter 3772 of the Revised Code or this chapter.

(B) All information required to be submitted under this rule must include the name and license number of the casino gaming employee licensee or applicant and be submitted within ten calendar days of the change or occurrence of the event.

Effective: 12/27/2011

R.C. 119.032 review dates: 12/16/2016

CERTIFIED ELECTRONICALLY

---

Certification

12/16/2011

---

Date

Promulgated Under: 119.03  
Statutory Authority: 3772.03(D)(27), 3772.033(M), 3772.05,  
3772.10(D)(1)  
Rule Amplifies: 3772.05, 3772.10(A), (D)(1), 3772.131, 3772.15(C)

3772-8-05

**Affirmative license standards.**

- (A) An applicant for a casino gaming employee license shall establish, by clear and convincing evidence, the applicant's suitability for licensure.
- (B) In determining whether to grant, maintain or renew a casino gaming employee license, the commission shall evaluate and consider the following factors, in addition to those factors set forth in Chapter 3772. of the Revised Code:
- (1) Whether the applicant possesses good character, honest and integrity;
  - (2) Whether the applicant possesses financial stability, integrity and responsibility;
  - (3) The criminal history of the applicant in any jurisdiction;
  - (4) Whether and to what extent the applicant has associated with members of organized crime and other persons of disreputable character;
  - (5) Whether a proceeding in bankruptcy has been filed by or against the applicant in the last ten years;
  - (6) Whether the applicant has been involved in any formal process to adjust, defer, suspend or otherwise resolve the payment of any debt in the last ten years;
  - (7) Whether the applicant has been served with a complaint or other notice filed with any public body regarding a payment of any tax required under federal, state or local law that has been delinquent for one or more years;
  - (8) The compliance history of the applicant with casino-related licensing requirements in this state or any other jurisdiction;
  - (9) Whether the applicant is a party to any currently pending litigation;
  - (10) The extent to which the applicant has cooperated with the agency in connection with the background investigation; and
  - (11) The extent to which the applicant has provided accurate and complete information as required by section 3772.131 of the Revised Code.

Effective:

R.C. 119.032 review dates:

---

Certification

---

Date

Promulgated Under:	119.03
Statutory Authority:	3772.03
Rule Amplifies:	3772.07, 3772.10, 3772.131