



Maryland Lottery and Gaming Control Agency (MLGCA)  
Casino Licensing and Background Investigation Division  
1800 Washington Boulevard, Suite 330  
Baltimore, Maryland 21230 (410) 230-8918

## Obtaining a Maryland Gaming License

An individual must be licensed by the Maryland Lottery and Gaming Control Commission ("Commission") before working in any casino in Maryland. A Maryland gaming license is a privilege and not everyone who applies will be granted permission to work in a casino. The burden of proving and maintaining qualifications to receive and retain a Non-Gaming license or a Gaming license is at all times on the applicant.

To receive a Non-Gaming license (for jobs such as clerical and administrative staff, food and beverage servers, maintenance personnel and stewards) or a Gaming license (for jobs such as table games dealers, slot machine attendants and security personnel), an individual must be at least 18 years old\*, and must:

- 1) **Complete a job application at the casino**. The casino will review the job application and will decide whether or not to hire the person. The casino's Human Resources staff will decide whether the applicant needs to apply for a Non-Gaming license or a Gaming license. If the individual is selected for employment, the casino will provide a conditional offer of employment.
- 2) Individuals who receive a conditional offer of employment from the casino must then:
  - a. Submit a **gaming or non-gaming license application** to the Commission, via a casino computer terminal;
  - b. Be **fingerprinted** by the employment staff;
  - c. Be **photographed** by the employment staff; and
  - d. Pay the required Application fees and License fees.

The accuracy of the applicant's responses to each question will be thoroughly reviewed. Various databases will be queried to verify or determine:

- 1) The applicant's name, address and Social Security Number;
- 2) The applicant's criminal history; and
- 3) Whether or not the applicant has any outstanding financial debt to the State of Maryland.  
(Applicants may contact the Maryland Department of Budget and Management's Central Collections Unit at (410) 767-1220, Monday through Friday, from 8:00am to 5:00pm).

Additionally, individuals applying for a Gaming license will:

- 1) Have a financial stability investigation conducted using data from a recognized credit bureau; and
- 2) Be required to submit specific documents to the Maryland Lottery and Gaming Control Agency ("MLGCA") within a certain time period.

Once an individual submits a Non-Gaming license application or a Gaming license application, the MLGCA will conduct a background investigation to determine whether or not a license is to be issued. Since the decision will be largely based on the information that the applicant provides, it is very important that each applicant:

- Carefully read the instructions in each section, paying particular attention to the instructions regarding “Civil, Criminal & Investigatory Proceedings”, and
- Accurately enter full answers to all of the questions.

Applicants are required to disclose all arrests and offenses, (**even if the charge was eventually dismissed or downgraded**) to include:

- All felonies;
- All misdemeanors;
- Any offense that may have required the applicant to appear in any court in any state; and
- All driving related charges which carry the possibility of a period of incarceration (such as DWI, DUI, Driving While Suspended or Driving While Revoked).

Applicants are not required to disclose:

- Juvenile arrests or charges (under 18 years old) if the charges were adjudicated entirely in Juvenile Court; or
- Cases where a Petition for Expungement has been filed by the applicant in court and the Expungement was granted by the court.

The Commission may **deny an application** or **revoke a license** if it is determined that an individual has:

- Failed or refused to submit accurate information;
- Omitted material facts;
- Misrepresented information on the application;
- Not truthfully responded to questions from the MLGCA investigator assigned to the application; or
- Failed or refused to cooperate with any aspect of the investigation.

The Commission **does not require** an applicant to have a high school diploma, a GED certificate, a driver’s license, a passport or to be a Maryland resident as a condition of being licensed. **However**, if an applicant has a high school diploma, GED certificate, driver’s license (regardless of state of issue) and/or passport, they will be required to answer questions relating to these items accurately and submit proof of their existence.

**Note** - If, for any reason, the casino retracts or rescinds an individual’s conditional offer of employment, the applicant is required to immediately return their deactivated gaming badge to the MLGCA.

All applicants and all individuals issued a Non-Gaming license or a Gaming license must adhere to the rules and regulations promulgated by the Maryland Lottery and Gaming Control Commission and in State Government Article, Title 9, Subtitle 1A, Annotated Code of Maryland for the entire term of their license. Violations may result in the denial of an application, revocation of a license and/or imposition of a fine(s).

\*Individuals under the age of 21 are prohibited from entering a Maryland casino’s gaming area. An exception to Maryland Criminal Law 10-136 and Title 9, Subtitle 1A-24(c) allows an adult under the age of 21 years to enter a gaming area **only while the gaming employee is working**.