

Application for Mechanical Amusement Device License



License period is
July 1st – June 30th.

NOTE: please allow approximately 2 weeks for application processing

FEES ARE NON-REFUNDABLE

CASH OR CHECK ONLY!

Amusement Device - \$25.00 per machine
(15 Machines and over = \$350.00)

Date Received: _____/_____/_____

Total Number of Machines: _____

Total Fee: _____

Police Investigation Fee - \$7.00

Receipt #: _____

DEFINITION – A mechanical amusement device is a machine which upon the insertion of a coin or slug operates a game, contest, or amusement, **EXCEPT MUSIC**. A billiard table or pool table is a mechanical device when operated commercially, whether it is coin operated or not.

SECTION 1 – BUSINESS INFORMATION – Answer all questions completely. Please PRINT clearly

Legal Business Name			
Business Trade Name or DBA			
Street Address (where devices will be operated):		City	State
			Zip
Business Phone		Business Email	
Agent/Person in Charge Name		Agent Phone (Required)	
Agent Date of Birth	Agent Drivers License/State ID Number		DL/ID State of Issuance
Mailing Address (if different from street address):		City	State
			Zip

SECTION 2 – AMUSEMENT DEVICES – If you are licensing 15 or more amusement devices, a Special Use Permit may be required. Please contact the Community Development Department at 920-832-6468 for more information.

Brand/Name & Type of Device(s) (Required)	Total Number of Devices: _____

SECTION 3 – PENALTY NOTICE

The undersigned requests that a license be granted in accordance with Sections 9-126 to 9-129 of the Municipal Code of the City of Appleton.

Signature of Applicant: _____ **Date:** _____/_____/_____

FOR OFFICE USE ONLY

DEPARTMENT	APPROVE	DENY	DATE	STAFF MEMBER/REASON
Police				
Fire				
Inspections				
Community Development				
Date Sent for Approval:	Date Approved:		Date Issued:	License Number:

MECHANICAL AMUSEMENT DEVICE

LICENSE INFORMATION

- A Mechanical Amusement Device License is required when an individual commercially operates a machine which upon the insertion of a coin or slug operates a game, contest, or amusement, except music. A billiard table or pool table is a mechanical device for purposes of this division when operated commercially, whether it is coin-operated or not. For more information and definitions please see City of Appleton Municipal Code Sec. 9-126.
- No gambling or games of chance shall be permitted upon licensed premises.
- Mechanical Amusement Device Licenses are valid from July 1st - June 30th.
- Once a completed Mechanical Amusement Device License application is returned to the Office of the City Clerk it is reviewed by several City Departments for approval. This process takes approximately 2 weeks, so please plan accordingly.
- To apply for a Mechanical Amusement Device License, return the completed, signed application form to the Office of the City Clerk.
- License fees are non-refundable and are to be paid at the time of filing the application form. Fees are as follows:
 - Mechanical Amusement Device - \$25.00 per machine
 - 15 or more Mechanical Amusement Device Machines - \$350.00
 - If an applicant is licensing 15 or more amusement devices, a special use permit may be required. Please contact the Community Development Department at (920)-832-6468 for more information.

Additional Questions?

Please contact the Office of the City Clerk at (920) - 832 - 6443