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Individuals who are licensed or registered by the Gaming Commission have a continuing duty to notify and update the Commission within 10 days of the occurrence of:

* Any arrest, indictment, charge or criminal conviction in any jurisdiction;
* Any exclusion from any casino, gaming establishment or gambling entity in any jurisdiction;
* Any denial, suspension or revocation by a government agency in any jurisdiction of a license, registration or approval held by or applied for by the individual;
* Any discipline imposed by a government agency in any jurisdiction; and/or
* Any reports, complaints or allegations of which the individual is or should be aware involving conduct that could lead to criminal charges.

**YOUR INFORMATION**

**NAME:**

**GAMING LICENSE / REGISTRATION NUMBER:**

**DETAILS**

**DATE OF OFFENSE / INCIDENT**:

**PLACE OF OFFENSE / INCIDENT:**

**GOVERNMENT AGENCY / POLICE DEPARTMENT:**

**CHARGE(S)**:

**DISPOSITION NARRATIVE (if applicable. Use reverse if necessary):**

Please attach copies of official documentation in your possession related to this incident. Documentation might include (but is not limited to) court paperwork, police reports, and/or correspondence from a government agency. **Please submit this completed form to a Massachusetts Gaming Commission Agent at a gaming facility, via email to** [**employeereporting.mgc@state.ma.us**](mailto:employeereporting.mgc@state.ma.us)**, fax to 617.737.8066, or by mailing it to:**

**MASSACHUSETTS GAMING COMMISSION**

101 Federal Street, 12th Floor

Boston, MA 02110

ATTN: Division of Licensing