

SUBCHAPTER 6. CASINO KEY EMPLOYEE LICENSE RESUBMISSIONS

19:41A-6.1 Duty to file resubmissions

(a) For purposes of this section, “license cycle” means five years from the issuance date of a casino key employee license, and every five years thereafter.

(b) Each casino key employee licensee shall file a Personal History Disclosure Resubmission Form and such other information as set forth at N.J.A.C. 19:41A-6.2 with the Commission by no later than five months prior to the end of his or her license cycle. The Commission shall so notify the casino key employee licensee, in writing, no later than two months prior to such filing deadline.

1. Upon the timely receipt of a complete resubmission, the Commission shall transmit the filing to the Division for such investigation as the Division may deem appropriate concerning the continued qualification of the licensee.

(c) No resubmission shall be considered filed in accordance with (b) above, unless it contains all of the information and documents required by this section and all resubmission materials have been completed in accordance with the Act, the rules of the Commission, and any instructions included therewith.

(d) Any licensee who timely files an incomplete resubmission shall be promptly notified by the Commission of any deficiencies in the filing. To qualify as an incomplete resubmission for purposes of this subsection, the filing must include, at a minimum, the fee set forth at N.J.A.C. 19:41A-8.1(b) and the

Personal History Disclosure Resubmission Form set forth at N.J.A.C. 19:41A-6.2. Any licensee filing an incomplete resubmission shall have until the filing deadline determined in accordance with (b) above or 21 days from the date of service of the deficiency notice, whichever is later, to file a completed resubmission.

(e) In lieu of filing a resubmission, a casino key employee licensee may:

1. Submit to the Commission a written request to be placed on an inactive list for the duration of his or her next five-year license cycle. Persons designated on the inactive list may not be employed by a casino licensee or applicant in positions requiring a casino key employee license.

i. A person on the inactive list may request reactivation of his or her license by filing a complete resubmission in accordance with this section, including the requisite resubmission fee.

ii. Unless reactivated, an inactive casino key employee license shall lapse at the end of the five-year license cycle; or

2. Apply to the Division to downgrade his or her current license in accordance with the rules of the Division. Any licensee who seeks to downgrade his or her license shall promptly notify the Commission. If the licensee subsequently fails or elects not to downgrade his or her license, the Commission shall address the failure to file a resubmission in accordance with the rules in this section.

(f) If a casino key employee licensee fails to file a resubmission in accordance with (b) above or to alternatively request either inactive status or a downgraded

license pursuant to (e) above, his or her casino key employee license shall lapse at the end of his or her current license cycle.

(g) Any person whose casino key employee license lapses shall not be employed in a position requiring a casino key employee license unless he or she reapplies for such license by filing a completed application in accordance with N.J.A.C. 19:41A-7.3, including the application fee for the issuance of a casino key employee license set forth at N.J.A.C. 19:41A-8.1(a).

(h) The obligation to file a resubmission in accordance with this section, including the resubmission fee, continues during any period of license suspension. The failure of a suspended licensee to file a resubmission in accordance with the requirements of this section shall not affect the validity of any ongoing proceeding concerning the qualification for licensure of the licensee, but may constitute an additional basis for suspension or revocation of the license.

19:41A-6.2 Personal History Disclosure Resubmission Form—Casino Key Employee

(a) A Personal History Disclosure Resubmission Form shall be in a format prescribed by the Commission and may require the applicant to provide the following information:

1. Name;
2. Date of birth;
3. Physical description;

4. Current address;
5. Social Security number, which information is voluntarily provided in accordance with section 7 of the Privacy Act, 5 U.S.C. § 552a;
6. Citizenship and, if applicable, resident alien status, including any employment authorization since the date of the submission of initial license application or last Resubmission Form;
7. Telephone number at current place of employment;
8. Employment history since the date of the submission of initial license application or last Resubmission Form;
9. Any denial, suspension, revocation, or disciplinary action of a casino gaming industry license, permit, or certification since the submission of initial license application or last Resubmission Form;
10. Civil and criminal proceedings in any jurisdiction since the submission of initial license application or last Resubmission Form, as follows:
 - i. Arrests, charges, or offenses committed by the applicant;
 - ii. Lawsuits to which the applicant was or is a party; and
 - iii. Any New Jersey State financial liens or judgments filed against the applicant; and
11. All assets and liabilities of the applicant, as indicated on the net worth statement and supporting schedules in a format prescribed by the Commission, including the following:
 - i. Bank accounts, including any right of ownership in, control over, or interest in any foreign bank account, and safe deposit boxes;

- ii. Loans and notes and other receivables;
- iii. Securities;
- iv. Real estate interests held by the applicant or the applicant's spouse or dependent children;
- v. Life insurance;
- vi. Pension funds;
- vii. Loans, notes, and other payables;
- viii. Taxes payable; and
- ix. Mortgages or liens on real estate.

(b) In addition to the information in (a) above, a completed Personal History Disclosure Resubmission Form shall include the following:

1. Copies of Federal and New Jersey tax returns and related information;
2. A signed, dated, and notarized certification of truth; and
3. A signed, dated, and notarized Release Authorization, which shall direct all courts, probation departments, selective service boards, employers, educational institutions, financial and other institutions, and all governmental agencies to release any and all information pertaining to the applicant as requested by the Commission or the Division.
4. A certification by the Division that the licensee has been fingerprinted in accordance with the rules of the Division;
5. The fee set forth at N.J.A.C. 19:41A-8.1(b); and
6. The documents required for identification by N.J.A.C. 19:41A-1.3.

19:41A-6.3 Downgrade of license

In lieu of filing a resubmission with the Commission, a casino key employee licensee may apply to the Division to downgrade his or her current license in accordance with the rules of the Division. Any licensee who seeks to downgrade his or her license shall promptly notify the Commission thereof. In the event that the licensee subsequently fails or elects not to downgrade his or her license, any failure to timely file a resubmission shall be addressed by the Commission in accordance with the provisions of N.J.A.C. 19:41A-6.1.

19:41A-6.4 Processing of resubmission

Upon the timely receipt of a complete resubmission, the Commission shall transmit the filing to the Division for such investigation as the Division may deem appropriate concerning the continued qualification of the licensee.