

Instructions for Manufacturer's Agent License Renewal

e-File

Manufacturer's Agent License Renewal

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e-File

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If your organization has never been licensed,

- [Apply for a new license](#) | [Instructions \(PDF\)](#)

For all forms and instructions, see the [forms list](#)

Games managers

- Online training and certification
- Classroom training

Advisory Board

- Board members and schedule
- Advisory Board meeting minutes
- Help shape Colorado's bingo-raffle rules

Tools & resources

- 2017 Bingo market study (PPTX)
- 2013 Bingo market study
- Bingo toolkit
- Charitable gaming financial reports
- Fee schedule
- Newsletters
- Success stories
- Tax-Exempt Organizations and Gaming - IRS publication (PDF)
- News archive

- Navigate to the Bingo-Raffles Home Page and Log in to your account.

Manufacturer's Agent License Renewal

Bingo-Raffle Forms List

Applications & renewals

Form name	e-File	Paper form	Instructions
Application for a new bingo-raffle license			

Manufacturers

Form name	e-File	Paper form	Instructions	
Application for a bingo raffle manufacturer license	Apply online	n/a	n/a	PDF
Renew a manufacturer license	Log in	n/a	n/a	PDF
Application for a bingo raffle manufacturer's agent license	n/a	PDF	n/a	n/a
Renew a manufacturer's agent license	Log in	n/a	n/a	PDF
manufacturer licensee quarterly report	Log in	PDF	XLS	n/a

Suppliers

- Alternatively, you can login from the Bingo-Raffle Forms List page.
- Scroll down the Forms List page until you reach the Manufacturers section.
- Select “Log in” next to Renew a manufacturer's agent license in the Manufacturers box.

Manufacturer's Agent License Renewal

- Summary
- View & print license
- History
- Change password
- Log out

Summary

Manufacturer's agent			
Name	Manufacturers S Agent	Registration year	2018
Master ID	[REDACTED]	Phone	1111111
Email	[REDACTED]		
Street	123 Address, Denver, CO 80203		
Mailing	n/a		
Location of records in CO			

License			
License #	[REDACTED]	Start	03/01/2019
Status	Current	Expire	03/31/2019
Renewal	Renew		

Represented manufacturer		
License #	Name	Address
[REDACTED]	Manufacturer B - RenewIntChange	Address 1, Address 2, City, CO 123345

Actions
History
View & print license

- When you login you should see your Summary page.
- Select the “Renew” link.

Manufacturer's Agent License Renewal

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UCC
Contact us

You must pay online at the end of the registration process

Bingo-Raffle Manufacturer's Agent Renewal

Your registration must be filed and paid for online with a credit card or prepaid account.

You can attach documents to your application, if needed.

If applicable, you must attach a detailed explanation of the facts and circumstances concerning any conviction for a felony, theft by deception, gambling-related offense within more than the previous ten years. This applies to owners, officers, directors, partners, members or associates.

Tips for attachments

You can attach .jpg, .gif, .png, or .tif image files, or PDF files.

Multiple files can be uploaded. Combined size of all files must be 4 MB or less. 1 MB = 1024 KB

Make sure to have any documents you need before continuing your registration.

Make sure that your documents, if any, are ready to attach before you continue.

- Review all of the information on this page.
- You will need to pay online at the end of the renewal.
- Once you are ready, select “Continue”.

Manufacturer's Agent License Renewal

Bingo-Raffle Manufacturer's Agent Renewal

Master ID
Name Manufacturers S Agent

Agent information | Manufacturer information | Attachments | Sign & submit

Registration year

*This registration is for

Agent's information

* First

Middle

* Last

Suffix

*Phone

*Email

Location of records

If agent is not located in Colorado, location of records is required.

- Manufacturer's Agent information
- All previously provided information should be pre-filled. You can update information as needed.
- You will need to re-enter your phone number.
- Once you are ready, select “Continue”.

Manufacturer's Agent License Renewal

Bingo-Raffle Manufacturer's Agent Renewal

Master ID
Name Manufacturers S Agent

Agent information | Manufacturer information | Attachments | Sign & submit

Registration year

*This registration is for
2019

Location of records

If agent is not located in Colorado, location of records is required.

Where are the agent's records held?

Address 1

Address 2

City

State
CO

ZIP / Postal code

Continue

- Location of Records
- All location of record information previously filled in should be pre-filled. You can update the information as needed. Remember that an out of state Manufacturer's Agent needs an in state location of record.
- Once you are ready, select "Continue".

Manufacturer's Agent License Renewal

Bingo-Raffle Manufacturer's Agent Renewal

Master ID [REDACTED]
Name Manufacturers S Agent

Agent information **Manufacturer information** Attachments Sign & submit

Manufacturer

The represented manufacturer is:

License # [REDACTED]
Name Manufacturer B - RenewIntChange
Address Address 1
Address 2
City, CO 123345
United States
Phone 222222222222
Email [REDACTED]

Continue

Cancel

- Manufacturer information
- The manufacturer information tab displays the manufacturer's details that you are acting as an agent. You cannot change the manufacturer.
- Click "Continue" to move to the Attachments tab.

Manufacturer's Agent License Renewal

- Attachments
- Previously entered attachments will NOT appear.
- If you need to add a file you can do so, otherwise, you can select “Continue”.
- To add a file, select “Add a file”.

Bingo-Raffle Manufacturer's Agent Renewal

Master ID

Name Manufacturers S Agent

[Agent information](#) [Manufacturer information](#) [Attachments](#) [Sign & submit](#)

Attachments

If applicable, you must attach:

- An explanation of any conviction that occurred more than 10 years ago for a
 - felony,
 - theft by deception, or
 - gambling-related offense.

Include details about the facts and circumstances. This applies to owners, officers, directors, partners, members, or associates.

Documents must be attached here in order to include them in your registration - documents are not accepted on paper.

You can attach .jpg, .gif, .png, or .tif image files, or PDF files.

Multiple files can be uploaded. Combined size of all files must be 4 MB or less. 1 MB = 1024 KB

[Add a file](#)

[Continue](#)

[Cancel](#)

Manufacturer's Agent License Renewal

- Add a File

Add a File

Browse for your file, select it, and type in a description.
Combined size of all files must be 4 MB or less. 1 MB = 1024 KB.
You can attach .jpg, .gif, .png, or .tif image files, or PDF files.

PDF Upload.pdf

Description*
Example: Proof of existence

Attach file will not appear until you have chosen a file.

[Terms & conditions](#) | [Browser compatibility](#)

- You will need to choose a file by selecting “Choose File”.
- Add a Description.
- “Attach file” will appear once you have chosen a file and added a description. Select “Attach File”.

Manufacturer's Agent License Renewal

- Attachments continued

Bingo-Raffle Manufacturer's Agent Renewal

Master ID
Name Manufacturers S Agent

Agent information Manufacturer information **Attachments** Sign & submit

[Add a file](#)

<input type="checkbox"/>	File	Description	Size
<input type="checkbox"/>	PDF Upload.pdf	Renewal Files	113 KB

- If you need to add or remove files you can do so.
- Once all files have been added, select “Continue”.

Manufacturer's Agent License Renewal

- Sign & submit
- Review the Filer's information section and fill in all required information.
- You will be given an opportunity to review your submission in the next step.
- When you are ready, select "Continue".

Bingo-Raffle Manufacturer's Agent Renewal

Master ID

Name Manufacturers S Agent

Agent information Manufacturer information Attachments **Sign & submit**

*The agent and the manufacturer or chief executive officer of the manufacturer affirm that both parties are present for the signing of this application.

Agent's signature

I solemnly affirm under penalty of perjury as defined in §18-8-503 and punishable by law that I am the applicant herein. I have read, understand, and will comply with the provisions of Title 24, Part 6, Colorado Revised Statutes (C.R.S.), also known as the Bingo and Raffles Act, with respect to supplier and manufacturer agents licenses and the conditions of the agent's license. I further affirm that I have not been convicted of any felony, theft by deception, or gambling-related offense, as defined in Title 18, Article 10 C.R.S., within the previous ten years. I have read and know the contents of this application and the statements, attachments, and other materials included with or in it, and all matters set forth herein are true and complete.

* Country
United States

*Phone

Continue Cancel

Manufacturer's Agent License Renewal

- Review Renewal and Continue to Payment
- This is a review page only. If you need to make changes select “Back” to correct your renewal.
- If your renewal is correct, select “Pay now”.

You're not done yet.

Review your renewal and then click on **Pay now** to continue.

If a PDF copy does not appear below, [open the form in a new window](#) to review it.

Select to open a PDF copy of your renewal in a new window

LE-M2 Manufacturer's Agent License
Colorado Secretary of State
Bingo and Raffles Program
1700 Broadway, Ste. 200
Denver, CO 80290

Agent's information

Year
2019

First Middle Last Suffix
Manufacturers S Agent

Street address
123 Address

City State ZIP/Postal code
Denver AK 80203

Pay now

Back

You must select this to pay for your renewal before it will be submitted

Manufacturer's Agent License Renewal

- Payment
- Press the "Pay Now" button to be taken to the payment method page
- You may pay with Credit or Debit or Prepaid Account.
- Select your "Payment Method".
- Enter your payment information and select "Pay now".

Payment

Name: Manufacturers S Agent

Amount

2019 Bingo-Raffle manufacturer's agent renewal	\$200.00
Total	\$200.00

Bingo Payment

Name: Manufacturers S Agent

Item: 2019 Bingo-Raffle manufacturer's agent renewal \$200.00

Total: \$200.00

Pay with

Credit or debit. These payments are securely processed through Wells Fargo (the address in your browser will say "cybersource"). After completing your payment, you will return to our website.

Prepaid account

When you select a payment method, the window will redirect to the method you selected.

Manufacturer's Agent License Renewal

- Receipt

- Your license renewal has been submitted for review.
- You can print your receipt or send an email of your receipt to an email address of your choice.

Summary
View & print license
History
Change password
Log out

 Your filing was submitted.

You will receive an email when your form has been processed.

You can print this receipt for your records.

Master ID [redacted]
Name Manufacturers S Agent

Date	08/13/2018
Transaction	2019 Bingo-Raffle manufacturer's agent Renewal
Filing ID	[redacted]
Payment type	Prepaid account
Amount	\$200.00

Email my receipt

Send

Receipt

Your license renewal will be reviewed. You will not receive your license until your renewal has been approved.

Status/Notifications

e-File

Manufacturer's Agent Renewal Status

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If your organization has never been licensed,

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- Newsletters
- Success stories
- Tax-Exempt Organizations and Gaming - IRS publication (PDF)
- News archive

- Select “Log in” from the Bingo and Raffles Homepage.
- Log in to your account.

Manufacturer's Agent Renewal Status

- Pending
- Your renewal is being reviewed.
- You will receive an email once the submission has been processed.

Summary
View & print license
History
Change password
Log out

Summary

Manufacturer's agent			
Name	Manufacturers S Agent	Registration year	2018
Master ID	2	Phone	1111111
Email			
Street	123 Address, Denver, CO 80203		
Mailing	n/a		
Location of records in CO			

License			
License #		Start	03/01/2019
Status	Current	Expire	03/31/2019
Renewal	Not available. License pending.		

Represented manufacturer		
License #	Name	Address
	Manufacturer B - RenewIntChange	Address 1, Address 2, City, CO 123345

Actions
History
View & print license

Manufacturer's Agent Renewal Status

- Pending – Fix and resubmit
- Your renewal was rejected and an email was sent to you with reasons why.
- You will need to select “Fix and resubmit” to correct your renewal and resubmit it.
- You will not need to pay again.

Summary
View & print license
History
Change password
Log out

Summary

2019 renewal was **not accepted**. [Fix and resubmit](#).

Manufacturer's agent			
Name	Manufacturers S Agent	Registration year	2018
Master ID		Phone	1111111
Email			
Street	123 Address, Denver, CO 80203		
Mailing	n/a		
Location of records in CO			

License			
License #		Start	03/01/2019
Status	Current	Expire	03/31/2019
Renewal	Not available. License pending.		

Represented manufacturer		
License #	Name	Address
	Manufacturer B - RenewIntChange	Address 1, Address 2, City, CO 123345

Actions
History
View & print license

Manufacturer's Agent Renewal Status

- Discarded
- If your renewal was discarded it will show the message above.
- You will need to contact the SOS office for additional information.

Summary
View & print license
History
Change password
Log out

Summary

Manufacturer's agent			
Name	Manufacturers S Agent	Registration year	2018
Master ID		Phone	1111111
Email			
Street	123 Address, Denver, CO 80203		
Mailing	n/a		
Location of records in CO			

License			
License #		Start	03/01/2019
Status	Current	Expire	03/31/2019
Renewal	Renewal is not available for 2019 due to rejected renewal form.		

Represented manufacturer		
License #	Name	Address
	Manufacturer B - RenewIntChange	Address 1, Address 2, City, CO 123345

Actions
History
View & print license

Manufacturer's Agent Renewal Status

- Approved/Current
- Your renewal was approved and an approval email was sent to you.
- You are able to view and print your current license by selecting “View & print license”.
- Your summary page should show your license start and expiration date along with other info.

Summary
View & print license
History
Change password
Log out

Summary

Manufacturer's agent			
Name	Manufacturer S Agent	Registration year	2019
Master ID		Phone	1111111111111111
Email			
Street	123 Address, Denver, CO 80203		
Mailing	n/a		
Location of records in CO			

License			
License #	2019-	Start	03/01/2019
Status	Current	Expire	03/31/2020
Renewal	You can renew starting 02/01/2020.		

Represented manufacturer		
License #	Name	Address
2018-		19860 141ST PL NE, WOODINVILLE, WA 98072

Actions
History
View & print license

Manufacturer's Agent License Contact Info

If you have questions or need additional assistance please contact the

Bingo-Raffles program:

Call us at: **303-869-4910**

or

Email us at:

licensing@coloradosos.gov