

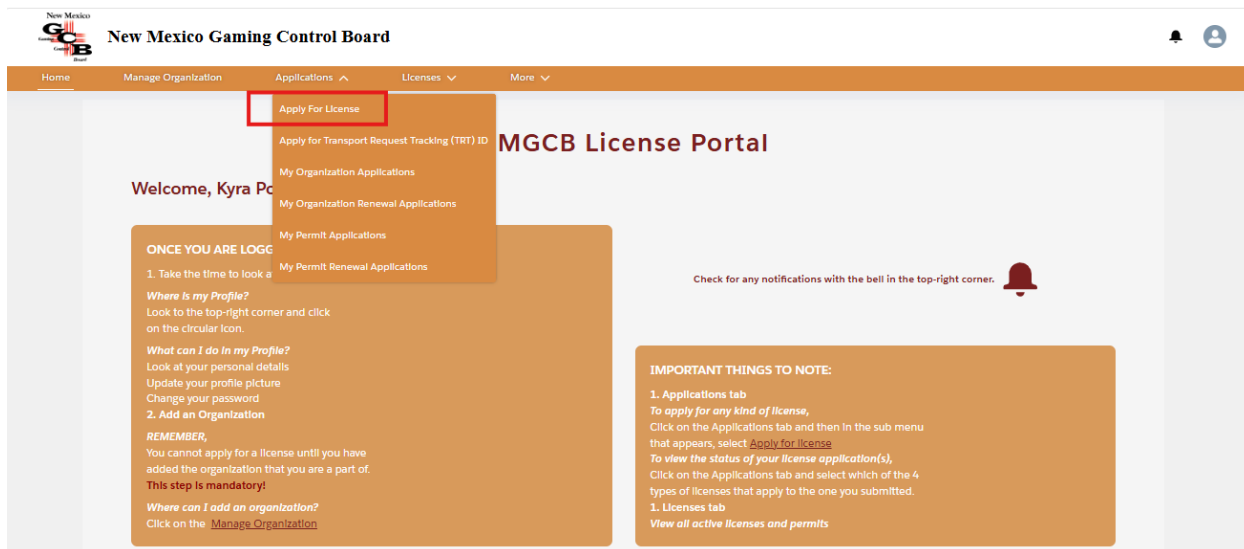
Gaming Machine Distribution Intake Application User Guide

This user guide will walk you through submitting a Gaming Machine Distribution Intake Application.

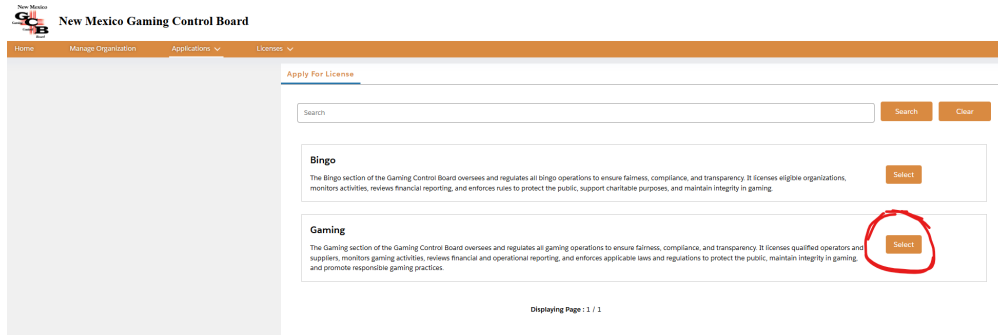
Step 1: Log in to the Portal / External Site via:

<https://nmgcb.my.site.com/gcb/s/login/>

Step 2: Click on Applications -> Apply for License



Step 3: Click Select for 'Gaming Board'



Step 4: Click 'Apply' next to Gaming Machine Distributor License to launch the application.

New Mexico Gaming Control Board

Home Manage Organization Applications Licenses

Apply For License

Search Search Clear

Associated Equipment Distributor
Authorizes the licensee to sell, offer to sell, distribute, or otherwise provide associated gaming equipment for use in the State of New Mexico in compliance with the New Mexico Gaming Control Act and applicable regulations, subject to the oversight and requirements of the New Mexico Gaming Control Board. **Apply**

Associated Equipment Manufacturer
Authorizes the licensee to manufacture, assemble, sell, distribute, or otherwise provide associated gaming equipment for use in the State of New Mexico in accordance with the New Mexico Gaming Control Act and applicable regulations, subject to the oversight and compliance requirements of the New Mexico Gaming Control Board. **Apply**

Corporate Finding of Suitability
Authorizes a corporate entity to engage in regulated gaming-related activities in the State of New Mexico in accordance with the New Mexico Gaming Control Act and applicable regulations, subject to the oversight and compliance requirements of the New Mexico Gaming Control Board. **Apply**

Gaming Machine Distributor License
Authorizes the licensee to sell, lease, distribute, or otherwise provide gaming machines and related gaming devices for use in the State of New Mexico in accordance with the New Mexico Gaming Control Act and applicable regulations, subject to the regulatory oversight and compliance requirements of the New Mexico Gaming Control Board. **Apply**

Gaming Machine License
The New Mexico Gaming Machine License authorizes licensed gaming operators to register, deploy, and operate approved gaming machines in accordance with the New Mexico Gaming Control Act and all applicable rules and regulations enforced by the New Mexico Gaming Control Board. **Apply**

Displaying Page 1 / 3

Next Page

Step 5: Specify the Organization for which you would like to apply towards.

New Mexico Gaming Control Board

Home Manage Organization Applications Licenses

Select Organization Gaming Machine

Organization Name	License Number	License Type	License Status	Issue Date	Expiration Date	
NMGCB Charity	R001	Racetrack Gaming Operator License	Active	01/05/2026	01/12/2027	Select
Florida Charity	R002	Racetrack Gaming Operator License	Active	11/29/2025	12/30/2027	Select
Kyne Inc	R003	Racetrack Gaming Operator License	Active	02/21/2026	02/21/2027	Select
Four Corners Enrichment Group	R007	Racetrack Gaming Operator License	Active	03/14/2026	03/14/2027	Select
	N001	Nonprofit Gaming Operator	Active	02/23/2026	02/23/2027	Select
XYZ BINGO	N003	Nonprofit Gaming Operator	Active	02/24/2026	02/24/2027	Select

Step 6: First is the Introduction Screen

New Mexico Gaming Control Board

Home Manage Organization Applications Licenses

Gaming Machine Distributor Intake Application

Introduction

Organization Information
Organization Address
Licensing History
Financial History
Key Personnel
Certification
Tax Information Authorization
Upload Documents
Payment
Confirmation

Every Gaming Machine Distributor that intends to sell, offer to sell, lease, distribute, or otherwise provide gaming machines or related gaming devices for use in this state must complete this application and obtain a Gaming Machine Distributor License from the State of New Mexico pursuant to the New Mexico Gaming Control Act and applicable regulations prior to engaging in any of these activities. All required application fees and any applicable background investigation fees must be submitted with this application. Approved licenses are valid for the term established by statute or regulation and are subject to ongoing compliance with all applicable laws and rules of the New Mexico Gaming Control Board.

Next

Step 7: Next is the Organization Information Screen

[illegible]

▼ First Primary Contact Information

* First Contact Name

First Title

* First Contact Phone ((XXX) XXX XXXX)

* First Contact Email

☐ Is primary contact address same as mailing address?

▼ First Primary Contact Address

* Street

* City

* State

New Mexico

* Zip

* Country

United States

▼ Second Primary Contact Information

Second Contact Name

Second Title

Second Phone ((XXX) XXX XXXX)

Second Contact Email

☐ Is primary contact address same as mailing address?

▼ Second Primary Contact Address

Click Add New to add an entry to the table

Principal Places

* Organization Name

* Address

* City

* State

New Mexico ▼

* Zip

* Country

United States ▼

Save

Step 9: Next is the Licensing History Screen. Based on your response, an explanation box will appear

New Mexico
SGB
Gaming Board

New Mexico Gaming Control Board

[Home](#)[Manage Organization](#)[Applications](#) ▼[Licenses](#) ▼

Gaming Machine Distributor Intake Application

● Introduction

● Organization Information

● Organization Address

● Licensing History

● Financial History

● Key Personnel

● Certification

● Tax Information Authorization

● Upload Documents

● Payment

● Confirmation

Licensing History

* Has the applicant, the applicant's parent company or any other intermediary affiliate of applicant ever applied for a gaming license in this or any other jurisdiction, foreign or domestic, whether or not the license was ever issued? If Yes, provide details including jurisdiction, type of license, license number, and dates license held or applied for. You can also upload any associated documents as 'Other Supporting Documents' on the document screen later in the application.

☒ Yes ☐ No

Provide Details

* Has the applicant, the applicant's parent company or any other intermediary affiliate of applicant ever been denied a gaming license, withdrawn a gaming license or had any disciplinary action taken against any gaming license that they have held in this or any other jurisdiction, foreign or domestic? If Yes, provide details including jurisdiction, type of action, and date of action. You can also upload any associated documents as 'Other Supporting Documents' on the document screen later in the application.

☐ Yes ☐ No

* Is the applicant, the applicant's parent company or any other intermediary affiliate of applicant in good corporate standing in New Mexico, as certified by the New Mexico State Corporation Commission or its successor agency, the Public Regulation Commission, and in all other states where it is authorized to transact business? If No, provide details. You can also upload any associated documents as 'Other Supporting Documents' on the document screen later in the application.

☐ Yes ☐ No

* Has the applicant, the applicant's parent company or any other intermediary affiliate of applicant ever been charged with, or convicted of, any illegal gaming activity in New Mexico or any other jurisdiction? If Yes, provide details including jurisdiction, type of action, and date of action. You can also upload any associated documents as 'Other Supporting Documents' on the document screen later in the application.

☐ Yes ☐ No

[Save for later](#)

[Previous](#)[Next](#)

Step 12: Next is the Certification Screen

New Mexico
Gaming Control Board

HomeManage OrganizationApplicationsLicenses

Gaming Machine Distributor Intake Application

Introduction

Organization Information

Organization Address

Licensing History

Financial History

Key Personnel

Certification

Tax Information Authorization

Upload Documents

Payment

Confirmation

Certification

I acknowledge, understand and agree that by applying for and accepting any license, certification, registration, renewal, finding of suitability, or other approval (each a "License") from the New Mexico Gaming Control Board ("Board"), I am certifying to the Board that:

1. I have read the Gaming Control Act, Sections 60-2E-1 through 60-2E-61 NMSA 1978 ("Act") and administrative rules, plans and policies adopted or approved by the Board (collectively "Rules"), and I understand the requirements of the Act and Rules.
2. I have read the minimum internal controls established or approved by the Board for use by the gaming operator licensee ("Licensee") for which I am a key person, and I understand the requirements of the minimum internal controls, OR, I certify that the minimum internal control requirements do not apply to my job duties.
3. I have read the compulsive gambling assistance plan required by the Act and Board rules and approved by the Board for use by the Licensee, and I understand the requirements of the compulsive gambling assistance plan, OR, I certify that the compulsive gambling assistance plan requirements do not apply to my job duties.
4. I understand and agree that, as a key person, I am responsible for the Licensee's compliance with the Act and Rules including, where applicable to my job duties, the minimum internal controls and compulsive gambling assistance plan.
5. I am signing this Certification with the knowledge that the Licensee and I will be subject to disciplinary action, including fines and/or revocation or suspension of the License, for failure to comply with the Act or Board rules including, where applicable to my job duties, requirements of the minimum internal controls and compulsive gambling assistance plan.

* Full Legal Name
* Date

Signature

Save SignatureClear

Save for laterPreviousNext

Step 13: Next is the Tax Information Authorization Screen

New Mexico
Gaming Control Board

HomeManage OrganizationApplicationsLicenses

Gaming Machine Distributor Intake Application

Introduction

Organization Information

Organization Address

Licensing History

Financial History

Key Personnel

Certification

Tax Information Authorization

Upload Documents

Payment

Confirmation

Tax Information Authorization

Business Name
Desert Phoenix Gaming LLC
* New Mexico ID Number

* Trade Name (DBA)

* Name

FEIN (XX-XXXXXXX)
84-5894859
Street
456 Canyon Roads
City
Santa Fe
State
New Mexico
Zip
87502
Country
United States
Telephone Number (XXXX XXX-XXXX)
(123) 456-7893

Hereby authorizes New Mexico Gaming Control Board Address: 4900 Alameda Blvd NE Telephone Number: (505) 841-9700 Albuquerque, NM 87113-1736 to represent me and/or my business pertaining to taxes administered by the New Mexico Taxation and Revenue Department.
Type of taxes that apply
☒ All state taxes
☐ CRS taxes
☐ Income taxes
☐ Others
Year
Any year

I certify that I have the authority to execute this tax information authorization.
* Signature
* Title
* Date

☐ Is this a joint return?

Step 14: Next is the Upload Documents Screen

New Mexico Gaming Control Board

Home Manage Organization Applications **Licenses**

Gaming Machine Distributor Intake Application

- Introduction
- Organization Information
- Organization Address
- Licensing History
- Financial History
- Key Personnel
- Certification
- Tax Information Authorization
- **Upload Documents**
- Payment
- Confirmation

Upload Documents

☐ Show only notary documents
☐ Show only downloadable documents

Document Name	Document Description	Uploaded Files
Affirmation & Consent	A statement confirming that the information provided is true and granting consent for its use and verification.	
Non-Executive Compensation Disclosure	Attach a list of remuneration to persons other than directors, officers, and key executives, exceeding \$250,000 per year.	
Organizational Formation Documents	Attach copies of all articles of incorporation, bylaws, articles of organization, partnership agreements, trust agreements, and any amendments to such documents.	
Audited Financial Statements (Last 3 Years)	Attach balance sheets and profit and loss statements, certified by independent certified public accountant(s) covering the last three years for the applicant, the applicant's parent company and any intermediary affiliates of applicant.	
Interim and Projected Financial Statements	Attach balance sheets and profit and loss statements from the time of commencement of business operations and projected for three years from the time of commencement of business operations.	
Outstanding Loans and Financial Obligations	Attach a list detailing each outstanding loan and financial obligation obtained for use in this business, including creditor name, address, phone number, loan number, loan amount, loan terms, date acquired, and date due.	
Schedule A	Statement of Pre-Opening Cash	
Investigation Authorization	A form granting permission to release and obtain necessary information for the purpose of conducting an investigation.	
Operating and Investment Account Details	Attach a list detailing the operating and investment accounts for this business, including financial institution name, address, telephone number, and account number for each account.	
Schedule B-1	Five-Year Cash Flow Projections for Manufacturers & Distributors	

Page 1 of 2 [Previous](#) [Next](#)

Size

Page 1 of 2 [Previous](#) [Next](#)

Save for later

[Printpage](#) [Next](#)

Step 15: Next is the Payment Screen

New Mexico
Gaming Control Board

HomeManage OrganisationApplicationsLicenses

Gaming Machine Distributor Intake Application

Introduction

Organization Information

Organization Address

Licensing History

Financial History

Key Personnel

Certification

Tax Information Authorization

Upload Documents

Payment

Confirmation

Payment

Select your mode of payment and click "Pay and Submit" to input your payment information.
Payments made with a Visa or Mastercard will be charged a 2.5% transaction fee. This is a fee imposed directly by the bank, and no portion of the fee is paid to or collected by the NMGCGB. Payments made by e-check will not result in any transaction fee.

* Mode Of Payment

The amount to be paid is **\$10000 (Application Fee \$5000 + Supplementary Background Fee \$5000)**
Please click the **Pay & Submit** button to proceed with the payment.

PreviousPay and Submit

Step 16: Last is the Confirmation Screen

New Mexico
Gaming Control Board

HomeManage OrganizationApplicationsLicenses

Gaming Machine Distributor Intake Application

Introduction

Organization Information

Organization Address

Licensing History

Financial History

Key Personnel

Certification

Tax Information Authorization

Upload Documents

Payment

Confirmation

Confirmation

Your application has been submitted successfully.
Application Number : PAR-0000000362

Back to Home