



GAMING OPERATION HOURS NOTIFICATION FORM

Use this form to notify the NMGCB regarding the normal operating hours, or any change(s) to the normal hours of the gaming operation. Please complete this form by providing correct and complete information. The Licensee shall submit this form to the NMGCB Enforcement at least 72 hours prior to the intended date of implementation.

PLEASE NOTE THAT THE NMGCB RESERVES THE RIGHT TO CONDUCT POST-AUDIT ON THE CHANGE IN OPERATING HOURS OF THE GAMING OPERATION.

Name of Operator: _____
Gaming Operation Location: _____
Normal Hours of Operation: _____

SECTION A: REQUEST DETAILS (TO BE FILLED OUT BY THE GAMING MANAGER)

Date of Implementation: _____

Change in Operating Hours:

From: _____ **To:** _____

Reasons:

SECTION B: ENDORSEMENT TO NMGCB FOR APPROVAL (TO BE FILLED OUT BY THE GAMING MANAGER)

This is to endorse the notification for change in operating hours of the gaming operation as specified above.

By: Printed Name: _____ **Signature:** _____

Position Title: _____ **Date:** _____

SECTION C: SUBMISSION INSTRUCTIONS

Once Section A and Section B are completed, please submit mail/e-mail this form to NMGCB to the address/e-mail addresses indicated below:

NM Gaming Control Board
Attn: Enforcement Division
4900 Alameda Blvd NE, Ste A
Albuquerque, NM 87113

e-mail addresses: GCB-Enforcement@state.nm.us

If submission of this notification is done thru e-mail, the Licensee shall be notified by Enforcement thru e-mail confirming receipt of this notification form. If no e-mail confirmation is received from NMGCB, the Licensee should submit the hard copy of the notification form directly to NMGCB. If implementation falls on a non-business day (i.e. Saturday, Sunday and holiday) NMGCB shall confirm receipt of the notification form on the following business day. An early closure (due to inclement weather or lack of business) will not be considered a change in hours and need not be reported.