



# RACETRACK LICENSE APPLICATION

Applicant Name \_\_\_\_\_

Date \_\_\_\_\_

Initial

Renewal

REPORT SUSPICIOUS OR ILLEGAL GAMBLING ACTIVITY ANONYMOUSLY

ANONYMOUS TIP LINE:  
888-314-2682

SUBMIT AN ANONYMOUS TIP:  
[www.michigan.gov/MGCB](http://www.michigan.gov/MGCB)

## FORM INSTRUCTIONS

Applicant must respond to all questions contained herein to the best of its knowledge. Any misrepresentation or omission may result in the denial of the application for a racetrack license.

Applicant shall provide all information, documents, and attachments at its sole expense. The Board, at its discretion, may require Applicant to furnish additional information, or to complete and submit additional forms. In addition, the Board may require additional individuals and/or entities to submit disclosures based on information contained in this application or otherwise identified during the Board's investigation.

Applicant must prepare and attach a separate personal disclosure form (Attachment A) for each individual who is a principal contact person, registered agent, representative, corporate director, shareholder, LLC member, officer, and/or partner of Applicant, and/or who directly or indirectly holds a pecuniary interest of more than 15% in Applicant.

A \$1,000.00 license fee must be submitted with the application.

Be advised that if any circumstances change any time after the application is received by the MGCB Office of Executive Director, and therefore the application on file no longer presents the correct facts, the applicant must immediately submit an amended answer to the affected question(s). When doing so, the document must be titled "Amendment to Racetrack License Application", and reference the question number(s), effective date of change(s), and detail the change(s) from the information originally provided in Applicant's Racetrack License Application.

### **Submit application, including required attachments and supporting documentation, to:**

Michigan Gaming Control Board  
ATTN: Office of Executive Director  
3062 W. Grand Boulevard, Suite L-700  
Detroit, MI 48202-6062  
(313) 456-4100

### **For application questions, please contact the Horse Racing Section at:**

Telephone: (313) 456-4100  
Email: [horseracing@michigan.gov](mailto:horseracing@michigan.gov)

**SECTION I            GENERAL INFORMATION**

1. Applicant’s Legal Name: \_\_\_\_\_

2. Business Address: \_\_\_\_\_

3. Business Phone Number: \_\_\_\_\_

4. Registered Agent – Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email: \_\_\_\_\_

5. Authorized Contact (Liaison to the Board) – Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email: \_\_\_\_\_

6. Legal Entity of Applicant? (i.e., corporation, limited liability company, limited partnership, co-partnership, trust, sole proprietorship, etc.):  
\_\_\_\_\_

7. Applicant’s Tax ID Number: \_\_\_\_\_

**SECTION II            BUSINESS RECORDS**

8. Please submit current available documentation that establishes Applicant’s legal entity, including, but not limited to, all the following (as applicable):
- Articles/certificate of incorporation, organization, charter, certificate of co-partnership, or application for certificate of authority to transact business
  - Certificate of assumed name, or certificate of person(s) conducting business under an assumed name
  - By-laws, operating agreement, partnership agreement or similar documents
  - Most recent annual report

9. Please submit a current organizational chart that shows Applicant's directors, executives, and senior managers, including the names and titles of the individuals holding each such position.
10. Please submit a current ownership flowchart that shows the fully diluted ownership of Applicant. List intermediary entities (e.g., operating entities, holding companies, or trusts) holding ownership until the flowchart reflects the ownership interest as being held by individual(s), not other business(es).
11. Please submit Applicant's completed federal, state and local tax returns for the past three years including schedules, attachments, amendments and extensions.
12. Please submit a completed IRS Form 4506-C to include a request of account transcripts for the past four tax filing periods for corporate (1065/1120), and employer's (940 & 941/944) tax returns.
13. Please submit applicant's financial statements including income statement, balance sheet, cash flow statement, corresponding financial notes, and schedules for the past three years.

### **SECTION III OWNERSHIP**

14. Does Applicant have any financial, ownership interest, or other relationship with any individual or entity licensed by the Michigan Gaming Control Board:

No  Yes, please explain the nature of Applicant's interest(s) or relationship(s) with another licensee:

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15. Does Applicant have any direct, indirect, or attributed legal or beneficial interest in any business entity outside the United States?

No  Yes, please state the name of each business, state of registration or incorporation, and percentage owned by Applicant:

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16. If Applicant has issued any stock, please state, the type of stock issued, the par value, and the number of voting and non-voting shares:

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### **SECTION IV REGULATORY & COMPLIANCE**

17. Does Applicant currently hold any license with the Michigan Gaming Control Board?

Yes  No

18. Is Applicant subject to regulation by any other public agencies in Michigan or another jurisdiction?

- No     Yes, please identify the name and location of the public entity, the type of regulation, and Applicant's license/ID number:
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19. Has Applicant ever applied in any jurisdiction for a license, permit, or other authorization to participate in lawful gaming operations (including casino gaming, horse racing, dog racing, pari-mutuel operations, lottery, sports betting, or internet gaming)?

- No     Yes, please identify the name and location of the public entity, the type of regulation, and Applicant's license/ID number
- 

20. Has Applicant ever been a party to, or been involved in, any of the following scenarios in any jurisdiction?

- Disciplinary complaint
- Notice of disciplinary action
- Restriction suspension, or revocation of a license or certificate
- Denial, non-renewal, or withdrawal of an application

- No     Yes, please specify the name and date of this event, and the licensing authority
- 

21. Within the past 10 years, has Applicant had a receiver, fiscal agent, trustee, or similar officer appointed by a court to administer Applicant's business or property?

- No     Yes, please identify the appointee, the court & case number, and the reasons for the appointment:
- 

22. Has applicant ever filed, or had filed against it a proceeding for bankruptcy or ever been involved in any formal process to adjust, defer, suspend or otherwise workout payment of debt?

- No     Yes, please identify the filing date, the court & case number, and status or disposition:
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## **SECTION V                      APPLICANT FINANCIALS**

23. For each bank, credit union, brokerage, or other financial depository account that Applicant has held during the past ten years, please submit the following information:

- The institution's name and address
- Type of account(s)
- The name on the account
- The account number, and
- The time period during which the account was held

24. For each loan, or other form of debt which Applicant currently owes, please submit the following information:

- The name and address for the person or entity which holds the debt
- The nature and type of the debt (e.g., bond, mortgage, trust deed, note, debenture, pledge, security device, etc.)
- The terms, covenants, and priorities for each debt
- The initial loan amount (and date of issuance)
- The current loan balance
- The terms of payment and whether Applicant is current

## **SECTION VI PROPOSED RACETRACK**

### **A. GENERAL INFORMATION**

25. Location of proposed racetrack: \_\_\_\_\_

26. Does Applicant own the property where the proposed racetrack is, or will be, located?

Yes     No

a. Please submit all documents that show Applicant's ownership or legal right to the property, including any purchase contract(s), loan agreement(s), mortgage(s), lease(s), deed(s), or installment contract(s).

27. Applicant's proposed racetrack will be used to conduct the following type(s) of race meetings:

Thoroughbred Race Meeting

Mixed Breed Race Meeting

Standardbred Race Meeting

28. Does Applicant intend to conduct a race meeting at the proposed racetrack?

Yes     No

a. If known, please submit the name(s) of the potential race meeting licensee that applicant intends to host at its racetrack.

\_\_\_\_\_

29. Does Applicant have a contract with a race meeting licensee or a person who intends to be a race meeting licensee who intends to use the proposed racetrack?

Yes      No

- a. If Applicant has a contract with a race meeting licensee or a person who intends to be a race meeting licensee who intends to use Applicant's proposed racetrack, please submit a copy of this contract.
30. Submit a detailed explanation why the applicant believes there is a need for the proposed racetrack and how the proposed racetrack will advance the best interests of horseracing in Michigan. Submit documents supporting each factual allegation.

## **B. FINANCING FOR PROPOSED RACETRACK**

31. Please submit a proposed business plan for Applicant's first year of operations at the proposed racetrack that shows projected or actual costs to build or renovate the proposed racetrack, including but not limited to costs for architectural and engineering services, site acquisition, site development, construction, equipment acquisition, promotion and advertising, application development costs, license and application fees, management and salary, and financing, administrative and legal costs related to purchase and construction.
32. Please submit a list of funding sources that Applicant will use to pay for the projected or actual costs identified in its response to question 31 above, and for each source of funding, please submit the following information:
- The name, address and telephone number for the person/entity providing funds
  - The amount provided
  - Terms of any equity contribution or commitment source
  - Amount and terms of any debt contribution or commitment
  - The basis for valuing non-cash contributions
33. Please submit a complete description of the estimated schedule (in weeks) to prepare the proposed racetrack for horse racing—including but not limited to garnering community support, acquiring land, soliciting bids, awarding contracts, construction, hiring management and staff, implementing the marketing plan, and training staff.
34. Please submit Applicant's projected operating statement and budget to operate the proposed racetrack for three years which includes at a minimum:
- Average daily attendance
  - Income from admissions
  - Parking income
  - Concession income
  - Labor costs broken out by each major category of employment
  - Insurance, legal and other professional services costs
  - Contractor and consultant costs
  - Cost of maintenance, repairs and improvements

- Depreciation
- Travel expenses
- Local taxes
- Utilities
- Publicity and advertising

35. Please identify all consultants and/or contractors Applicant has or will use to prepare the proposed racetrack, and submit the following information for *each*:

Consultant/Contractor's Name: \_\_\_\_\_

Business Name (if different): \_\_\_\_\_

Business Address: \_\_\_\_\_

Business Phone No.: \_\_\_\_\_ Business Fax No.: \_\_\_\_\_

Service(s) provided by Consultant/Contractor: \_\_\_\_\_

### **C. SITE INFORMATION**

36. Please submit the following information regarding the property of the proposed racetrack:

- Full legal description of the proposed racetrack property
- Aerial photograph of the proposed racetrack property taken within 60 days
- Any county, township, city, village, school district and other governmental units that exist where the proposed racetrack is located
- Location of nearest fire and police stations
- Zoning designation for the proposed racetrack and whether any variance will be required
- Any local zoning or special use permits that must be obtained for the proposed racetrack including the procedure to obtain those permits, likely conditions to be placed on the permits and estimated date permits will be obtained
- Local building code(s) at the proposed racetrack
- The exact number of miles (to 0.10-mile fractions) from the proposed racetrack to the center of the business districts of nearby cities with the population of those cities identified per data from the most recent federal census
- A detailed description of any geographical or structural defects at the site and the detailed description of the engineering, design and construction plans to remedy the defects.

37. Please submit an accurate to-scale plot plan of the property which shows the following:



- Entire exact shape and dimensions of the racetrack property
- The name and position of adjoining highways, rail lines and utility service (water, sewer, gas, electric, etc.) lines, utility, and railroad right-of-ways
- Location of the track, giving complete dimensions and track requirements, including length and width
- Location of wells and septic systems
- Location of all paddocks and walking rings
- Location of all buildings to include grandstand(s), barns, stables, offices, blacksmith shops, maintenance shops, tack rooms, restaurants, track kitchen, clubhouses, Michigan Gaming Control Board offices, Stewards Booth, the detention barn, and any other buildings.
- Location of entrance gate(s), other gates, fences, gate houses and guard stations
- Location of major items of landscaping or green spaces
- Location of video towers and lighting structures
- Location of parking areas, sidewalks, access to public roadways, highways and transportation to include nearby loading platforms
- The maximum number of people the track can accommodate in seating capacity and standing room
- The number of motor vehicles that can be accommodated at parking facilities, distinguished between public, MGCB staff, licensee, and employee parking

### 38. TRAFFIC PLANNING

- a. ACCESS: To ensure adequate access to the racetrack site, do the roadways need any improvements or changes?

No       Yes, please submit the following information:

- Improvement plan and procedure for approval
- Estimated cost
- Estimated completion date
- Name of parties initiating the improvement
- Name of parties responsible for cost and proportionate share of said cost

- b. STUDY: Please submit a traffic flow study prepared by a licensed traffic engineer that contains at a minimum:

- Distance of the racetrack site from the nearest population centers
- Description of all available public transportation facilities
- Description of access that includes the names of highways, roadways and streets which provide means of ingress and egress to the racetrack, setting forth all traffic flow patterns for entering or leaving all areas of the racetrack site
- A photograph of each highway, roadway and street that will be used to access the racetrack site

Pertinent maps, plats, plots, and aerial photographs may be included in the study.

## D. SPECIFIC FACILITY PLANS

39. Please submit the dimensions and specifications of each track to be provided on the site including:

- Total length and width
- Banking, with description of method of transition into and out of turns
- Radius of each turn
- Length of each stretch
- Length, width, design, and location of each chute
- Type of inside and outside rail to include location and method of closing gaps
- Construction specifications for track including foundation, composition, base and subsurface with details on the amount and type of gravel, clay, loam and other materials to be used including depth for each material
- Cushion of track with a schematic drawing of racing surface
- Drainage system for racing surface
- Location and design of video towers, lighting towers and equipment, patrol towers, infield boards and landscaping
- A detailed description of the track surface maintenance plan, methods to be used to winterize the track and necessary maintenance equipment

40. Please submit specifications for areas of the proposed racetrack to which the public will have access:

- Identify the areas which the public will have access
- Submit detailed plans for maintaining these areas
- Describe and plot the pattern of pedestrian traffic around the racetrack facilities
- Describe provisions for disabled patrons in compliance with the American with Disabilities Act, and any other applicable requirements
- Describe public sanitary facilities including whether city sewage or septic tank system will be used, and location of facilities

41. Please submit detailed, to-scale floor plans for each level and workings of the Grandstand that include:

- Type of construction and construction details such as type of exterior and interior finish, type of flooring and roofing
- Number, arrangement and dimensions of seats, aisles, stairways, elevators, and ramps
- Front, side and rear elevations
- Cross section and seating capacities of grandstand
- Number, arrangement, location and dimensions of betting areas and betting windows
- Number, arrangement, location and dimensions of restaurants, bars, concession stands, lounges, rest rooms and newsstands

42. Please submit detailed, to-scale floor plans for each level and workings of the Clubhouse that include:

- Type of construction and construction details such as type of exterior and interior finish, type of flooring and roofing
- Number, arrangement and dimensions of seats, aisle, stairways, elevators, lobbies, and ramps
- Front, side, and rear elevations
- Cross section and seating capacities of clubhouse
- Number, arrangement, location and dimensions of betting areas and betting windows
- Number, arrangement, location and dimensions of restaurants, bars, concession stands, lounges, lavatories and news stands
- Number, arrangement, location and dimensions of administrative offices, security offices, equipment rooms and jockey quarters.

43. Please submit detailed, to-scale plans for Michigan Gaming Control Board space including:

- Office space for State Stewards
- Office space for Horse Racing Manager
- Space for occupational licensing
- Conference room
- Stewards Stand
- 12 parking spots
- Separate male and female lavatories
- Lounge, kitchen, breakroom
- Storage

44. Please submit a detailed, to-scale separate plot plan of the barn and stable areas that shows:

- Exact location of horse barns, stables, hay storage barns, other structures within the area, area parking including trailer parking
- Exact number of stalls, tack rooms, other structures
- Exact dimensions of buildings and distances between buildings
- Detailed plans showing sewerage, water supply, lighting, fire alarm systems and fencing for the barn and stable area
- Stalls for obtaining test specimens and related testing areas
- Veterinarian office
- Lockout and pre-race holding area and paddock
- Lounge, kitchen, office, and employee areas
- Exact location of all fire hydrants, alarm boxes, sirens, and sprinkler systems
- Proposed location to park or house fire trucks and other equipment
- Drainage system and surfacing of roads within the barn area

45. Please submit detailed, to-scale separate working drawings for one complete barn that include:

- Exact type of construction including foundations, framing, roof members, siding, roofing and materials to be specified for each

- Exact dimension of stalls, shed rows, walkways, wash areas, tack rooms, lavatories, and shower rooms (if applicable)
- Front, side, and rear elevations
- Track kitchen, storage, and other barn areas
- Heating and cooling systems

46. Please submit detailed, to-scale separate working drawings for any other buildings that include:

- Exact type of construction including foundations, framing, roof members, siding, roofing, and materials to be specified for each
- Floor plan to include number, arrangement and dimensions of rooms, lavatories, shower facilities, halls, aisles, stairways, elevators, lobbies, lounges, ramps, storage and kitchen areas
- Front, side and rear elevations
- Cross section and rooming capacities
- Detailed plans showing sewerage, water supply, lighting, fire alarm systems and other security and safety system



## REQUIRED ITEMS UPON SUBMISSION

- License fee.
- Documents requested in Section II – Business Records, questions # 8 – 13; labeled by section and question number.
- Documents requested in Section V – Applicant Financials, questions # 23 – 24; labeled by section and question number.
- Documents requested in Section VI(A) – Proposed Racetrack: General Information, questions # 26, 28 – 30; labeled by section & question number.
- Documents requested in Section VI(B) – Proposed Racetrack: Financing for Proposed Racetrack, questions # 31 – 35; labeled by section & question number.
- Documents requested in Section VI(C) – Proposed Racetrack: Site Information, questions # 36 – 38; labeled by section & question number.
- Documents requested in Section VI(D) – Proposed Racetrack: Specific Facility Plans, questions # 39 – 46; labeled by section & question number.
- A separate personal disclosure form (Attachment A) for each individual who is a principal contact person, registered agent, representative, corporate director, shareholder, LLC member, officer, and/or partner of Applicant, and/or who directly or indirectly holds a pecuniary interest of more than 15% in Applicant.
- Release Authorization (Attachment B)
- Verifying Affidavit (Attachment C)
- Acknowledgment, Agreement, Consent, and Release (Attachment D)