

# Millionaire Party Portal – Event Application

## User Guide

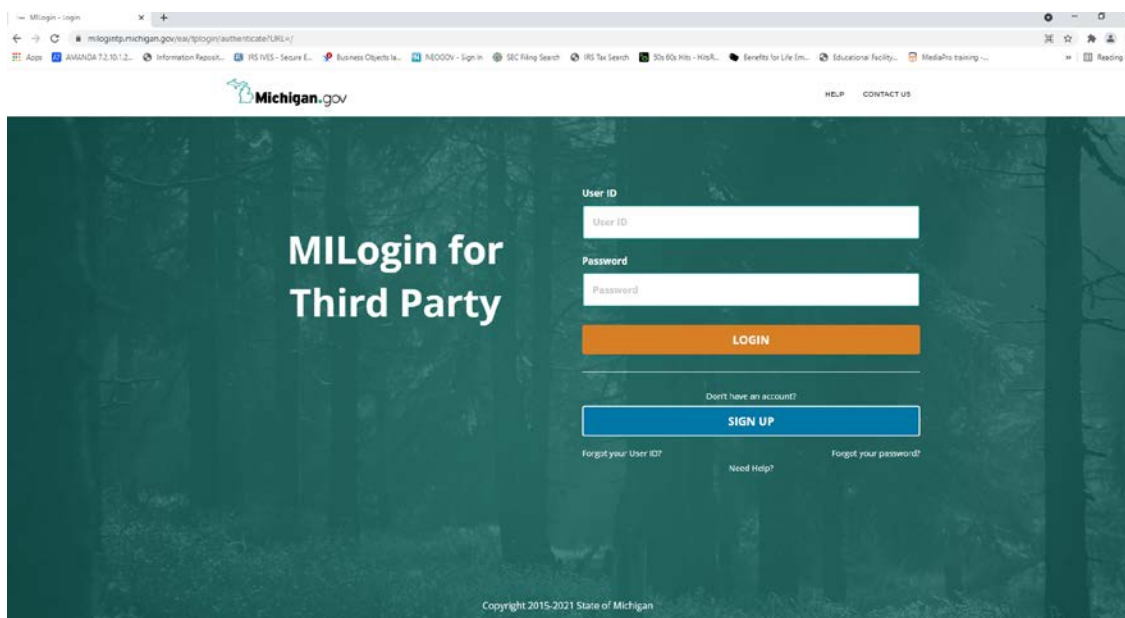
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## Logging into MP Portal via MILogin for Third Party

- Website – <https://milogintp.michigan.gov/eai/tplogin/authenticate?URL=/>
- Existing users, enter User ID and Password information then click LOGIN
- To create a new account, click SIGN UP

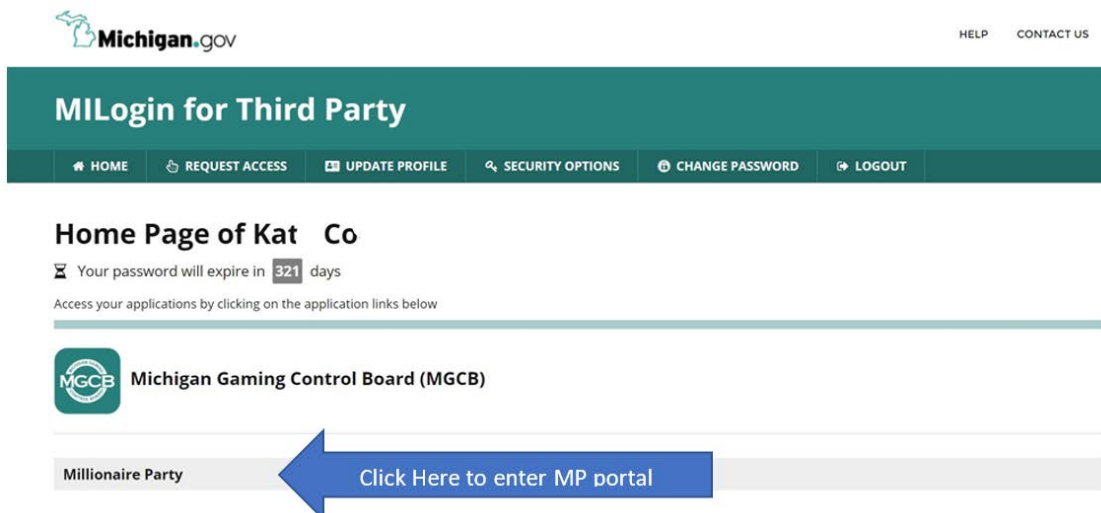


The screenshot shows a web browser window with the URL <https://milogintp.michigan.gov/eai/tplogin/authenticate?URL=/>. The page features the Michigan.gov logo at the top left and a navigation bar with links for HELP and CONTACT US. The main content area has a dark green background with a forest scene. On the left, the text "MILogin for Third Party" is displayed. On the right, there is a login form with fields for "User ID" and "Password", a "LOGIN" button, and a "SIGN UP" button. Below the buttons are links for "Forgot your User ID?", "Need Help?", and "Forgot your password?". At the bottom, a copyright notice reads "Copyright 2015-2021 State of Michigan".

**Step one:** Follow the instructions to create a new MILogin account and receive a successful creation message. NOTE: Record your user details while creating your new account!

**Step two:** Click Request Access link, select Gaming Control Board from the agency drop down and select the Millionaire Party option to link MP Portal to your MILogin account.


**Step three:** Close your browser window completely, reenter the MILogin link then login as an existing user.



The screenshot shows the "MILogin for Third Party" home page. At the top is the Michigan.gov logo and a navigation bar with links for HELP and CONTACT US. Below the header is a dark green banner with the text "MILogin for Third Party". Underneath the banner is a navigation bar with links for HOME, REQUEST ACCESS, UPDATE PROFILE, SECURITY OPTIONS, CHANGE PASSWORD, and LOGOUT. The main content area has a white background. It starts with the text "Home Page of Kat Co" and a password expiration notice: "Your password will expire in 321 days". Below this is a section titled "Access your applications by clicking on the application links below". There is a link for "Michigan Gaming Control Board (MGCB)" with a logo. Below that is a link for "Millionaire Party" with a blue arrow pointing to it and the text "Click Here to enter MP portal".

# MGCB Millionaire Party Portal - Home page

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Select Organization Name

VFW

ST ANDREW CHURCH

ST ANDREW CHURCH

FASTPITCH TRAVEL

K OF C

THE KANSAS CITY ATHLETIC BOOSTER CLUB

Test Organization


**MILLIONAIRE PARTY**

Michigan Gaming Control Board  
Office of the Executive Director  
3062 W. Grand Boulevard Suite L-700  
Detroit, MI 48202-6062  
Phone: 313-456-4940  
Fax: 313-456-3405  
Contact Email Address:Millionaireparty@michigan.gov

Cadillac Place Office Hours: Monday through Friday  
8:00 a.m. - 5:00 p.m. Our office is closed on weekends  
and holidays.  
**Raffle, Bingo and Charity Game Ticket Information**  
Go to Michigan Lottery Charitable Gaming

Upon entering the MP portal, the user greeting on the home page includes their role in the organization as defined by the MGCB.

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Welcome Principal Officer of Test Organization , 0301059 [Change](#)

# Organization Profile

It is the responsibility of the user to review both the “Profile” and “Officer and Contact Information” sections under “Organization Profile” tab. Inaccurate information must be corrected by submitting a Qualified Organization Information Change to the MGCB via fax, email or mail prior to submission of a new application.

- Organization’s Information
  - Name
  - Organization ID number assigned by MGCB
  - Physical address
  - Mailing address
  - Link to MGCB’s Qualified Information Change Form
    - If information is no longer accurate, please complete this form and submit to MGCB via mail, email, or fax.

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**Organization Profile**

**Profile**Officer and Contact Information

Organization Name:  
Test Organization

Organization ID  
0301059

**Physical Address**

Street  
123 Second Physical Address Street

City  
Detroit

State  
MI

Zip Code  
54544

**Mailing Address**

Street  
123 Third Mailing Address Street

City  
Detroit

State  
MI

Zip Code  
45411

If the information displayed is no longer accurate, please complete a **qualified organization information change form** and submit via mail, email, or fax to Michigan Gaming Control Board, Millionaire Party Licensing, 3062 W. Grand Blvd., Suite L-700, Detroit, MI 48202-6062, email [millionaireparty@michigan.gov](mailto:millionaireparty@michigan.gov), or fax 313-456-3405.

- Officer and Contact Information
  - Name of each officer
  - Role with the organization, as identified by MGCB
    - Principle Officer
    - Vice President or Equivalent

- Other Officer
- Contact Person
- Title held with the organization.
- Mailing Address
- Phone Number
- Email
- Link to MGCB's Qualified Information Change Form
  - If information is no longer accurate, please complete this form and submit to MGCB via mail, email, or fax.

## MICHIGAN GAMING CONTROL BOARD

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### Organization Profile

Profile

Officer and Contact Information

Name	Role/Title	Mailing Address	Phone Number	Email
Brad	Principal Officer/President	123 Test 6 Street Detroit MI 48202	(245) 648 -7878	mpportal26@
Tina	Vice President or Equivalent/Vice President	1201 Mailing Address Southfield MI 48202	(414) 514 -1141	mpportal25@
Tammi	Other Officer/Treasurer	544 BlueS Road Detroit MI 41544	(312) 447 -8555	mpportal21@
Kyle	Contact Person/	123 Test 2 Street Detroit MI 45411		mpportal29@

Items per page: 5 1 - 4 of 4

If the information displayed is no longer accurate, please complete a **qualified organization information change form** and submit via mail, email, or fax to Michigan Gaming Control Board, Millionaire Party Licensing, 3062 W. Grand Blvd., Suite L-700, Detroit, MI 48202-6062, email [millionaireparty@michigan.gov](mailto:millionaireparty@michigan.gov), or fax 313-456-3405.

## Manage Previous Worker

When removing a worker from this page, the individual will no longer be available to select from the "Add Previous Workers" dropdown list when creating and editing applications. Removing a worker here will not remove that worker from existing applications. If necessary, you will need to edit existing applications to remove workers from those events

### Manage Previous Worker

When removing a worker from this page, the individual will no longer be available to select from the "Add Previous Workers" dropdown list when creating and editing applications. Removing a worker here will not remove that worker from existing applications. If necessary, you will need to edit existing applications to remove workers from those events.

Search

First Name	Last Name	Title	Phone	Email	Member Type	Worker Type	<input type="checkbox"/>
John	Doe	grand poo ba	(313)-456-4940 e	jdoe@email.com	Board Member	Chair Person	<input type="checkbox"/>
Jane	Doe	Spouse	(313)-456-4940 e	jane.doe@email.com	Member	Worker	<input type="checkbox"/>
Dan	DaMan	Worshipful Master	(313)-456-4940 e	ddaman@email.com	Member	Worker	<input type="checkbox"/>
Jan	DaMan	secretary	(313)-456-4940 e	jdaman@email.com	Member	Worker	<input type="checkbox"/>
Ben	Frank	Money man	(586)-123-4567 e	bigben@yahoo.com	Member	Chair Person	<input type="checkbox"/>

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Remove

### Manage Previous Worker

When removing a worker from this page, the individual will no longer be available to select from the "Add Previous Workers" dropdown list when creating and editing applications. Removing a worker here will not remove that worker from existing applications. If necessary, you will need to edit existing applications to remove workers from those events.

Search

First Name	Last Name	Title	Phone	Email	Member Type	Worker Type	<input type="checkbox"/>
John	Doe	grand poo ba	(313)-456-4940 e	jdoe@email.com	Board Member	Chair Person	<input checked="" type="checkbox"/>
Jane	Doe	Spouse	(313)-456-4940 e	jane.doe@email.com	Member	Worker	<input checked="" type="checkbox"/>
Dan	DaMan	Worshipful Master	(313)-456-4940 e	ddaman@email.com	Member	Worker	<input type="checkbox"/>
Jan	DaMan	secretary	(313)-456-4940 e	jdaman@email.com	Member	Worker	<input type="checkbox"/>
Ben	Frank	Money man	(586)-123-4567 e	bigben@yahoo.com	Member	Chair Person	<input type="checkbox"/>

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Remove

## Event Application status

### Draft Application

- Applications prepared and saved in the portal but are not complete.

### Pending Officer Approval tab

- Applications requiring additional officer approval before it can be submitted to MGCB.

### Pending Payment Tab

- Applications requiring payment in order to submit event request to MGCB.

### Pending MGCB Decision Tab

- Applications submitted to MGCB, where MGCB still needs to make a decision.

### Licensed Tab

- Your event has been licensed by MGCB.

### Closed Tab

- Applications submitted but were not licensed by MGCB.

### Existing Application options

- View and Print event application
- Edit certain event requests.
- Cancel or withdraw an event application, as long as the licensed event has not passed.
- Delete event requests that have not been submitted to MGCB. Once the event has been submitted, portal users will not be able to delete.
- Cancel Request for event change and dealer changes not sent to MGCB.

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Welcome Principal Officer of Test Organization , 0301059

[Change](#)

Event Application Status					
Draft Application	Pending Officer Approval	Pending Payment	Pending MGCB Decision	Licensed	Closed
Start Date	Location	Sub Status			
06/06/2023	Organization	Event Change Request	<a href="#">Cancel Request</a>	<a href="#">Edit</a>	<a href="#">Delete</a>



## Applying for a Millionaire Party Event

- Verify Organization, Officer, and Contact information is accurate. If anything is inaccurate, you must submit a Qualified Organization information Form before proceeding to the next step
- Provide event information required to hold an event.

## Organization Information

- Offenses or tax liabilities of the organization or officers
- Funds earned outside of gaming activities.

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Go to your Organization Profile to verify officer and contact information is accurate before submitting an application.  
License fee is due at the time of submission.

### Millionaire Party Event Application - Test Organization , 0301059

1 Organization — 2 Location — 3 Event — 4 Supplier — 5 Dealers — 6 Games — 7 Workers — 8 Attachments — 9 Payment

#### Organization Information

To your knowledge, has the organization or any individual, officer, or agent (including chairperson, worker, or dealer) ever been convicted of forfeited bond upon a charge of, or pled guilty to any of the following offenses: a felony, gambling offense, criminal fraud, forgery, larceny, or filing a false report with a government agency?

☐ Yes ☐ No

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## Event Location information

- **Enter Location ID**
  - Locations where events happen on a regular basis will have a Location ID number to provide to you. Enter their ID number at the selection.
- **Select from a Previous Location**
  - Locations where you have previously held an event will be listed here for ease of selection.
- **My Location**
  - Organization can hold events at their own property. When selected portal user will be prompted with the location of the last event held at the organization's property or the organizations physical address. If this address is not correct, portal user will be able to provide the correct address for MGCB review.
- **Location is not listed.**
  - If you are not able to find the location where you would like to hold your event, the portal user can provide the address for MGCB review.

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### Millionaire Party Event Application - Test Organization , 0301059

1 Organization — 2 Location — 3 Event — 4 Supplier — 5 Dealers — 6 Games — 7 Workers — 8 Attachments — 9 Payment

#### Event Location

Tell us where your event will be held by selecting one of the following methods of providing a location:

- ☐ Enter a Location ID
- ☐ Select from previous locations
- ☐ My Location (owned by organization)
- ☐ Location is not listed (enter a new location)

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Michigan Gaming Control Board  
Office of the Executive Director  
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Phone: 313-456-4940  
Fax: 313-456-3405  
Contact Email Address: Millionaireparty@michigan.gov

Cadillac Place Office Hours: Monday through Friday  
8:00 a.m. - 5:00 p.m. Our office is closed on weekends  
and holidays.

**Raffle, Bingo and Charity Game Ticket Information**  
Go to Michigan Lottery Charitable Gaming

## Event information

- Number of Days
  - Select the number of days of the event, the system will populate a date row for each day.
- Event dates and times
  - Provide the time the event will start and the time the event will end for each day. The system will pre-populate the allowable gaming hours per the Act and Rules and within the location's local governments allowable time.
  - If the portal user selects times outside of the approved gaming hours, the system will show an error and reset the time to the default gaming time for that location.

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### Millionaire Party Event Application - Test Organization , 0301059

1 Organization 2 Location 3 Event 4 Supplier 5 Dealers 6 Games 7 Workers 8 Attachments 9 Payment

#### Event Dates

Application submitted less than 6 weeks before the event date may result in denial.

Event changes submitted less than 20 days before the proposed change takes effect may result in denial.

How many days will this event be? \*

Event Start Date \*

Date format: mm/dd/yyyy

Click calendar to choose date

Event Date

Start Time

End Time

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Contact Email Address: Millionaireparty@michigan.gov

Cadillac Place Office Hours: Monday through Friday  
8:00 a.m. - 5:00 p.m. Our office is closed on weekends  
and holidays.

Raffle, Bingo and Charity Game Ticket Information  
Go to Michigan Lottery Charitable Gaming

## Supplier and Dealers

- Select if Equipment is provided by a licensed supplier or owned by the organization, and if the equipment is donated or Rented.
- Will the Supplier provide some or all of the Dealers for the event?
  - If the supplier is providing all of the dealers for the event, the Dealer List (Attachment B) is not necessary.
  - If members of the organization are requesting to provide dealer services for the event, the portal user must provide a Dealer List (Attachment B).
- Dealer List
  - A list of individuals providing dealer services at prior events will be available to select.
  - Organization will be able to request and add additional people to the existing list.

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### Millionaire Party Event Application - Test Organization , 0301059

Organization Location Event **4 Supplier** 5 Dealers 6 Games 7 Workers 8 Attachments 9 Payment

#### Supplier Information

Select Equipment Type:

- ☐ Owned by Organization  
☐ Donated  
☒ Rented

Is **GAMING SUPPLY LLC (W04)** supplying all dealers?  
☒ Yes ☐ No

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### Millionaire Party Event Application - Test Organization , 0301059

Organization Location Event Supplier **5 Dealers** 6 Games 7 Workers 8 Attachments 9 Payment

#### Dealer List (Attachment B)

When editing this list, please take the following into consideration:

- The dealer list must include only bona fide members of the organization and requires approval by the Principal Officer of the organization.
- Add individuals that exist on a prior dealer list application by selecting the 'Add/remove associated dealers' button.
- If an individual does not exist under the 'Add/remove associated dealers' button, add the individual by selecting the 'Add new dealer' button.
- A Dealer Information Form and legible copy of the individual's valid driver's license or valid government-issued identification card is required for all new dealers and also existing dealers if this information has not been submitted to MGCGB for the current calendar year.

Add/remove associated dealers

Add new dealer

First Name	Last Name	Date of Birth	Phone Number	Gender	Delete
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## Games and Workers

- Games
  - Select all games that apply.
  - If requesting a game that is not listed, it must be approved by the MGCB prior.

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Millionaire Party Event Application - Test Organization , 0301059

 Organization  Location  Event  Supplier  Dealers **6 Games**  7 Workers  8 Attachments  9 Payment

### Games

Select games (multi-select)

- ☐ Blackjack
- ☐ Craps
- ☐ Let It Ride
- ☐ Omaha Hi/Lo
- ☐ Roulette
- ☐ Seven Card Stud
- ☐ Texas Hold'em
- ☐ Three Card Poker
- ☐ Tournament Poker
- ☐ Wheel
- ☐ Other

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- Worker List

- A list of individuals providing non-dealer services at prior events will be available to select from once populated. Click the “Add/remove previous worker” button to view list.
- Organization will be able to add additional people to the existing list by clicking the “Add new worker” button.
- At least one chairperson and one worker must be listed to proceed.

Millionaire Party Event Application - Test Organization , 0301059

Organization Location Event Supplier Dealers Games **Workers** Attachments Payment

### Worker List

IF TWO (2) WORKERS ARE NOT PRESENT ON EACH DAY OF YOUR EVENT, CONTACT THE MILLIONAIRE PARTY LINE IMMEDIATELY AT (313) 456-4940 OR EMAIL DETAILED INFORMATION IMMEDIATELY TO Millionaireparty@michigan.gov.

- Two bona fide members must be present at all times during the event. Bona fide member means a member, according to the organization's established membership criteria, who participates in the organization to further its lawful purpose.
- A bona fide member acting as a dealer does not count toward the required number of persons staffing the event.
- One of the bona fide members listed below must be the millionaire party chairperson. More than one person may be designated as a chairperson.
- No person may serve as a chairperson of more than 1 qualified organization during the same calendar year.
- For organizations classified as Educational, a parent involvement letter on Organization letter head, signed and dated by the Principal Officer, is required for submission if any worker is a parent. The letter must list each parent included in the list below and confirm they have a child enrolled in the school or school district.

**In order to proceed, your list must have at least two workers and at least one of those workers must be a chairperson.**



Add/remove previous workers

Add new worker

First Name	Last Name	Title	Phone	Email	Member Type	Worker Type

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Millionaire Party Event Application - Test Organization , 0301059

Organization

IF TWO (2) WORKERS ARE NOT PRESENT ON EACH DAY OF YOUR EVENT, CONTACT THE MILLIONAIRE PARTY LINE IMMEDIATELY AT (313) 456-4940 OR EMAIL DETAILED INFORMATION IMMEDIATELY TO Millionaireparty@michigan.gov.

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In order to proceed, your list must have at least two workers and at least one of those workers must be a chairperson.

Update list

Cancel

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Organization

Location

Event

Supplier

Dealers

Games

Workers

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Worker List

IF TWO (2) WORKERS ARE NOT PRESENT ON EACH DAY OF YOUR EVENT, CONTACT THE MILLIONAIRE PARTY LINE IMMEDIATELY AT (313) 456-4940 OR EMAIL DETAILED INFORMATION IMMEDIATELY TO Millionaireparty@michigan.gov.

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- For organizations classified as Educational, a parent involvement letter on Organization letter head, signed and dated by the Principal Officer, is required for submission if any worker is a parent. The letter must list each parent included in the list below and confirm they have a child enrolled in the school or school district.

In order to proceed, your list must have at least two workers and at least one of those workers must be a chairperson.

Add/remove previous workers

Add new worker

First Name	Last Name	Title	Phone	Email	Member Type	Worker Type	
Dan	DaMan	Worshipful Master	(313)-456-4940	ddaman@email.com	Member	Worker	
John	Doe	grand poo ba	(313)-456-4940	jdoe@email.com	Board Member	Chair Person	

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## Attachments

- A list of all required documents is marked with a red asterisk
- Organization can upload these documents or select to send the documents by mail.
- Any Event application where documents are submitted via mail and not uploaded directly to the portal will experience delays in processing.
- Attachments that have not been submitted to MGCB can be deleted.
- Once a document is submitted it cannot be deleted or viewed within the portal application.

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Millionaire Party Event Application - Test Organization , 0301059

Organization

Location

Event

Supplier

Dealers

Games

Workers

8 Attachments

9 Payment

Attachments

You must upload the required documents (\*) or indicate that you are going to send them by mail (mark "Send by Mail" box) before you will be able to save.

Once you save, the documents that you are submitting will be listed at the top of the screen.

Only one file per document type can be uploaded, except for supplemental documents. Any number of supplemental documents can be uploaded (one by one).

You are not limited to one document submission option. You may choose to upload some documents while sending the remaining in the mail.

These are the valid file types allowed: jpg,tiff,png,gif,doc,pdf,txt,aspx,docx,bmp,xls,xlsx.

Attachments List

Attachment Type	Attachment File Alias	Date Submitted	Send by Mail	Delete
-----------------	-----------------------	----------------	--------------	--------

Sending documents via mail may lengthen the processing time.

Upload New Attachment

Document name	Attach Documents	Send by Mail
Location Lease Agreement *	<div>Choose File</div> No file chosen <div></div>	<input type="checkbox"/>
Floor Plan Demarcated Area Diagram *	<div>Choose File</div> No file chosen <div></div>	<input type="checkbox"/>
Supplier Lease Agreement *	<div>Choose File</div> No file chosen <div></div>	<input type="checkbox"/>
Supplemental Document	<div>Choose File</div> No file chosen <div></div>	<input type="checkbox"/>

You will be able to upload multiple documents one by one for Supplemental Document

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## Contact and Officer Roles and Email Notifications

- Principal Officer of the organization can create, pay for and submit event applications without additional approval from other officers.
- Any other officer or the contact person can create an event application request, but a second officer approval is required. The officers or contact person will be required to 'Request Officer Approval', at which time the system will send an email to each of the officers who can approve and the event record will move to the 'Pending Officer Approval' tab within the portal.
  - Requesting officer approval is required unless the principal officer is processing the MP portal application.
  - If the event has dealers provided by the organization, once the "Request Officer Approval" button is clicked an email will be sent only to the email address of the principal officer currently on file.
  - If the event does not have dealers provided by the organization, once the "Request Officer Approval" button is clicked an email will be sent to the email addresses of the principal officer, the vice president or equivalent and the other officer currently on file. An email will not be sent to the person processing the MP portal application.
- NOTE: Any event with a Dealer list and addition of new dealers must be approved by the Principal Officer.

# Paying for Event Applications

## CEPAS

- Portal users will be directed to CEPAS payment system to complete and submit payment for the event.
- Payment methods accepted are electronic check and credit/debit card payments.

**Payment Method**

**Gaming Control Board Payment Request**

Welcome to the CEPAS Credit Card Processing Payment Module.

This process is being used as a secure means of processing credit card authorizations.

Payment may be made with an electronic check or a valid Visa, MasterCard or Discover credit card. This payment will appear on your statement as "Gaming Control Board."

To begin the payment process, select payment method, then click on NEXT in the box below.

\* Indicates required field

**Choose method of payment**

☐ Pay by electronic check

\* Account Type:

☐ Pay by credit card

VISA MasterCard Discover

**Important Information Regarding Debit Blocks**

Some financial institutions offer a service referred to as "Debit Blocking" or "Debit Filtering" to their business account owners to prevent unauthorized debits (withdrawals) posting to their accounts. If an account has a debit block or filter, any unauthorized debit transaction will be returned unpaid. Most financial institutions offer the option of authorizing certain debits by providing specific information about the transactions to be authorized.

If you have a Debit Block or Filtering service on your account you must access your Debit Block or Filtering settings or contact your financial institution and have the ACH transactions identified with the Company ID **9044030366** authorized to debit your account. Failure to make these arrangements will result in your payment being returned unpaid.

**International ACH Transactions (IAT)**

Payments processed through this website are intended only for domestic ACH payments not associated with a foreign bank account, which would classify it as an International ACH Transaction (IAT). If your domestic bank account is funded or otherwise associated with a foreign bank account you must pay via an alternate payment.

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- After following the prompts and clicking submit, CEPAS will automatically redirect the user back to the MP portal.

## License (Event) Change Process

- To change the location, supplier or dates and times of an event that has been *submitted* to the MCGB, select “Edit” from either the “Licensed” or “Pending MGCB Decision” tab.
- Follow the same steps as an initial submission. After changes are saved and submitted to “Pending Officer Approval” or “Pending Payment” the event status will remain at Event Change Request until a decision has been made by the MGCB.

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**MICHIGAN GAMING CONTROL BOARD**

HOME APPLY ORGANIZATION PROFILE MANAGE PREVIOUS WORKER FAQs LOGOUT OUIMETB0000

Welcome Principal Officer of Test Organization , 0301059 [Change](#)

Draft Application	Pending Officer Approval	Pending Payment	Pending MGCB Decision	Licensed	Closed
Start Date	Location	License Number	Sub Status		
09/22/2022	LANES	M104105		<a href="#">Edit</a>	<a href="#">Cancel Event</a>
09/05/2022	WALLED LAKE	M104080		<a href="#">Edit</a>	<a href="#">Cancel Event</a>
01/12/2022	WALLED LAKE	M104072		<a href="#">View</a>	<a href="#">Cancel Event</a>

Items per page: 5 1 - 3 of 3 < >

 **MILLIONAIRE PARTY**

Michigan Gaming Control Board  
Office of the Executive Director  
3062 W. Grand Boulevard Suite L-700  
Detroit, MI 48202-6062  
Phone: 313-456-4940  
Fax: 313-456-3405  
Contact Email Address: [Millionaireparty@michigan.gov](mailto:Millionaireparty@michigan.gov)

Cadillac Place Office Hours: Monday through Friday  
8:00 a.m. - 5:00 p.m. Our office is closed on weekends  
and holidays.  
**Raffle, Bingo and Charity Game Ticket Information**  
Go to Michigan Lottery Charitable Gaming

## Printing the Application

- A PDF copy will be available in the Attachments section of the application after an event has been submitted online until the end of that business day. Afterwards a button will be available in the Attachments section to request a copy be emailed.

## Printing a License

- When the license has been approved by the Millionaire Party team, an email will be sent to the contact on the application. A copy of the license will be attached.
- The organization must print the license and display it at the event. From the “Licensed” tab, click the “View/Edit” button of the desired event. When event details will open, scroll to the “Attachments” area. Click the blue Report link to the right of the MP Event License Approval under the Attachment Type list to download/save/open the document and print.

Welcome Principal Officer of Test Organization , 0301059

[Change](#)






Draft Application	Pending Officer Approval	Pending Payment	Pending MGCB Decision	Licensed	Closed
Start Date	Location	License Number	Sub Status		
09/22/2022	LANES	M104105		<a href="#">Edit</a>	<a href="#">Cancel Event</a>
09/05/2022	WALLED LAKE	M104080		<a href="#">Edit</a>	<a href="#">Cancel Event</a>
01/12/2022	WALLED LAKE	M104072		<a href="#">View</a>	<a href="#">Cancel Event</a>

Items per page: 5 1 - 3 of 3 < >

### Attachments

- You must upload the required documents (\*) or indicate that you are going to send them by mail (mark "Send by Mail" box) before you will be able to save.
- Once you save, the documents that you are submitting will be listed at the top of the screen.
- Only one file per document type can be uploaded, except for supplemental documents. Any number of supplemental documents can be uploaded (one by one).
- You are not limited to one document submission option. You may choose to upload some documents while sending the remaining in the mail.
- These are the valid file types allowed: jpg,tiff,png,gif,doc,pdf,txt,aspx,docx,bmp,xls,xlsx.
- Additional attachments added to an application are not sent to MGCB for review until "Submit Changes" is clicked.

#### Attachments List

Attachment Type	Attachment File Alias	Date Submitted	Send by Mail	Delete
Application Portal MP Event Document	<a href="#">ApplicationPortalMPEventDocument_1</a>	01-11-2022	No	
<b>MP Event License Approval</b>	<a href="#">MP Event License Approval</a>	01-11-2022	No	
Location Lease Agreement		01-11-2022	Yes	
Floor Plan Demarcated Area Diagram		01-11-2022	Yes	
Supplier Lease Agreement		01-11-2022	Yes	

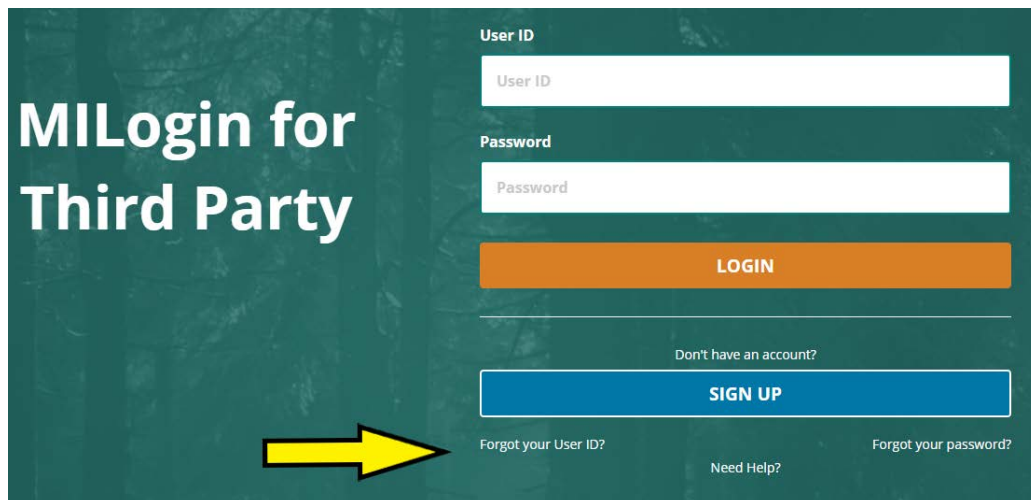
Note: When downloading, make note of where the document is being downloaded to on your computer so it can be found and printed.

# Assistance

## Access to MP Portal login via MILogin

Please verify your web-browser's compatibility. The MP Portal is **not** compatible with Internet Explorer but is compatible with Google Chrome or Microsoft Edge. Cookies must be enabled. If you are unable to log in due to a username or password issue, try the forgot user ID and forgot password options. Your account will unlock automatically after 30 minutes.

## Password reset



If your email address is incorrect in our system, please submit a [Qualified Organization Information Change](#) form to the Millionaire Party Team, contact information below.

## Questions on the MP Portal digital form

Contact the Millionaire Party Team

- Email – [millionaireparty@michigan.gov](mailto:millionaireparty@michigan.gov)
- Phone – 313-456-4940

## Payment issues/questions

Credit Card issues

- You must contact your credit card company. The customer service number should be on the back of your card.

eCheck issue

- You must contact TeleCheck customer service by phone, 800-533-1018. Please note, TeleCheck will speak only to the account owner.