



City of Phoenix
CITY CLERK DEPARTMENT
LICENSE SERVICES

COIN OPERATED GAME MACHINE REPORTING FORM

Coin-operated game machine licensees are required to report and pay for each coin-operated game machines used in Phoenix each month.

Fees:

- \$1.50 per-machine, per-month OR
- \$3.00 monthly minimum fee – If zero games OR only 1 game was operated in Phoenix during a month, a \$3.00 fee is due for that month.
- **Penalty:** A penalty of ten percent (10%) shall be paid on any coin operated game machine monthly fee that is not received by the City of Phoenix by the due date.

Due Date: Payment of the per-month, per-machine fee OR \$3.00 minimum monthly fee for coin-operated game machines is due, and must be **received** by the City of Phoenix, by the last business day of the month following the month in which the machine was operated. For example, if a machine was used in January, the fee is due by the last business day in February.

SUBMIT THIS COMPLETED FORM (ANSWER #1-9) & THE CORRESPONDING PAYMENT TO THE CITY

- **By Mail To:** City of Phoenix Treasurer, P.O. Box 2005, Phoenix, AZ 85001
- **In Person:** At the City of Phoenix Payment Center at 305 W. Washington St., Phoenix, AZ 85003
Monday – Friday (except City Holidays) 8:30 AM – 5 PM

1. DATE	
2. ACCOUNT NUMBER	
3. BUSINESS NAME	
4. BUSINESS ADDRESS	
5. NAME OF LICENSEE - AUTHORIZED PERSON	
6. SIGNATURE OF LICENSEE - AUTHORIZED PERSON	

7. MONTH IN WHICH MACHINE WAS OPERATED	8. NUMBER OF GAMES OPERATED DURING THE MONTH (IF NONE - WRITE ZERO)	FEE	PENALTY FEE	9. TOTAL DOLLAR AMOUNT ENCLOSED
		x \$1.50 PER GAME OR – IF ZERO OR ONLY 1 GAME OPERATED = \$3.00	+ 10% <small>(ADD TO FEE PAYMENT IF PAYMENT IS LATE)</small>	

LICENSE SERVICES
 Email: licenseservices@phoenix.gov
 Web Site: www.phoenix.gov/licenseservices
 Ph: 602.262.4638 #4
 Fax: 602.495.0783
 200 W. Washington St., 1st Fl., Phoenix, AZ, 85003

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