

**RETAILER LOCATION FORM**



Virginia Lottery  
Licensing Department  
600 East Main Street  
Richmond, Virginia 23219

**DO NOT WRITE IN THIS BLOCK - LOTTERY USE ONLY**

CSC #: \_\_\_\_\_ LICENSE #: \_\_\_\_\_  
AREA: \_\_\_\_\_ SR #: \_\_\_\_\_ CHAIN#: \_\_\_\_\_

**NOTE: This form must be completed for each location where Lottery tickets will be sold.**

**STORE INFORMATION:**

Store Name: \_\_\_\_\_  
Legal Name (If Different): \_\_\_\_\_  
Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone Number \_\_\_\_\_ Virginia State Sales Tax #: \_\_\_\_\_

**AUTHORIZED CONTACT PERSON: Please list primary and secondary contact person(s) at this location authorized to receive and sign for Lottery tickets. Please print or type.**

**PRIMARY CONTACT:** \_\_\_\_\_ **PRIMARY CONTACT TITLE:** *Check one below*  
Owner \_\_\_\_\_ Store Manager \_\_\_\_\_ Front end Manager \_\_\_\_\_ Authorized Clerk \_\_\_\_\_

**SECONDARY CONTACT:** \_\_\_\_\_ **SECONDARY CONTACT TITLE:** \_\_\_\_\_

**TYPE OF BUSINESS: (check one in each section)**

**Trade Type:**

**Trade Style:**

<input type="checkbox"/>	Convenience	<input type="checkbox"/>	Convenience w Gas	<input type="checkbox"/>	Convenience w/o Gas
<input type="checkbox"/>	Grocery	<input type="checkbox"/>	Supermarket		
<input type="checkbox"/>	On-Premises	<input type="checkbox"/>	Billiard Halls	<input type="checkbox"/>	Restaurant, Bowling Alley, Bar, Tavern, etc.
<input type="checkbox"/>	Other	<input type="checkbox"/>	All other General Merchandise	<input type="checkbox"/>	Pharmacies / Drug Stores
		<input type="checkbox"/>	Accommodation (Lodging)	<input type="checkbox"/>	Tobacco Stores / Stands
		<input type="checkbox"/>	Airport, Bus Terminal	<input type="checkbox"/>	Warehouse Club / Superstore
		<input type="checkbox"/>	Depository, Credit Institution (Check Cashing)		

**Comments:**

\_\_\_\_\_  
\_\_\_\_\_

**TRADITIONAL**                       **ON-PREMISES**                       **ON-PREMISES DRAW ONLY**