



## **LICENSING Sports Wagering Frequently Asked Questions**

Updated July 24, 2023

### **Q: How do I apply for a license?**

An online application portal is available here: [Online Licensing Services \(ky.gov\)](https://www.ky.gov) or download the paper forms also available in the online application.

Paper forms and payment must be mailed to:

Kentucky Horse Racing Commission  
4063 Iron Works Parkway  
Building B  
Lexington, KY 40511

### **Q: If I'm an individual, what type of license should I apply for?**

Three types of licensure are available for individuals; Race and Sportsbook, Key Employee and Information Systems.

## **OCCUPATIONAL LICENSE: RACE AND SPORTSBOOK**

### **You need this license if:**

- You work in a licensed facility and your work is directly related to sports wagering.
- You directly supervise employees in any licensed Kentucky sports wagering business who have the capability of affecting the outcome of sports wagering.

- You are an employee in any licensed Kentucky sports wagering business and have the capability to affect the outcome of sports wagering through the deployment of code to production for any critical component of a sports wagering system.
- Your duties are performed in the licensed facility for sports wagering that involve money obtained as a result of sports wagering, such as the handling of tickets, money, or performing accounting and auditing functions.
- You are an operator or service provider whose duties: (1) are performed in a licensed facility for sports wagering and whose duties affect sports wagering; (2) affect the flow of money obtained as a direct result of sports wagering operations; and (3) include accounting and auditing functions and whose duties relate to money obtained as a result of sports wagering.

**Sports wagering employees who need to fill out this application include:**

- Audit manager
- General manager
- Change management employees
- Chief of security
- Chief of surveillance
- Support operations manager
- Compliance employees
- Chief financial officer or controller
- IT professionals responsible for maintaining sports wagering technology infrastructure
- Customer service representatives
- Ticket writers
- Sports wagering supervisors
- Security personnel
- Sports wagering facility management

**Documents needed to complete this application:**

1. Passport Photo:  
Acceptable image types for Passport Photo are .jpg, .jpeg. The width and height should be at least 600px, also size should be between 54 KB and 10 MB. To see more details for Digital Photos [Click Here](#). If you do not have a digital photo, please navigate to [Photo Tool](#) to create one.
2. [Authorization for Disclosure for Kentucky Department of Revenue](#)
3. [Authorization to Release Information](#)

Please have all these documents filled out and ready to upload to complete your application.

## **OCCUPATIONAL LICENSE: KEY EMPLOYEE**

### **You need this license if:**

You are working for sports wagering licensees and you are personnel with decision making authority.

### **Sports wagering employees who need to fill out this application include:**

- Supplier/Vendor
- Service Provider
- Sports Wagering Operator
- Corporate
- Compliance
- Trading
- Customer Service
- Finance
- Risk and Payments
- IT

### **Documents needed to complete the application:**

1. Passport Photo.  
Acceptable image types for Passport Photo are .jpg, .jpeg. The width and height should be at least 600px, also size should be between 54 KB and 10 MB. To see more details for Digital Photos [Click Here](#). If you do not have a digital photo, please navigate to [Photo Tool](#) to create one.
2. [Authorization for Disclosure for Kentucky Department of Revenue](#)
3. [Authorization to Release Information](#)
4. [Key Employee Application Form](#)

Please have all these documents filled out and ready to upload to complete your application.

## **OCCUPATIONAL LICENSE: INFORMATION SERVICES**

**You need this license if:**

You are working for sports wagering licensees in Kentucky who provide information services.

**Sports wagering employees who need to fill out this application include:**

1. Oddsmakers or traders
2. Data Source
3. Chief of surveillance
4. Support operations manager
5. Risk management
6. Player account management
7. Platform providers, such as geolocation technology, Know Your Customer, or sports wagering equipment providers

**Documents needed to complete the application:**

1. Passport Photo  
Acceptable image types for Passport Photo are .jpg, .jpeg. The width and height should be at least 600px, also size should be between 54 KB and 10 MB. To see more details for Digital Photos [Click Here](#). If you do not have a digital photo, please navigate to [Photo Tool](#) to create one.
2. [Authorization for Disclosure for Kentucky Department of Revenue](#)
3. [Authorization to Release Information](#)

Please have all these documents filled out and ready to upload to complete your application.

### **Can I request a waiver for licensure?**

An applicant may request a waiver from sports wagering licensure to prevent dual licensing for one individual across multiple disciplines. For example, if the applicant works at a facility that offers both horse racing and sports wagering, and the applicant holds a similar license with the Commission for horse racing, the applicant may seek a sports wagering licensure waiver to avoid duplicate licensing requirements.

To apply for the waiver, the individual must submit a waiver application. The Commission may grant or deny a waiver, upon consideration of at least the following factors:

- Nature of the applicant's duties
- The best interest and integrity of horse racing, pari-mutuel wagering, and sports wagering

An applicant may be denied a waiver if their job duties are directly related to sports wagering, or they supervise employees whose job duties are directly related to sports wagering.

### **I currently hold a license with KHRC for Sports Wagering, how do I make changes to my license or apply for an additional license?**

To update your information or apply for an additional sports wagering license, log into your account, or create a new account at [Online Licensing Services](https://www.ky.gov/online-licensing-services) (ky.gov)

### **I have applied for a license, how do I check the status?**

To check the status of your licensure application, log into your account at [Online Licensing Services](https://www.ky.gov/online-licensing-services) (ky.gov)

### **Who can I contact with questions about sports wagering licensing?**

If you have additional questions after reading this material, you may email the Commission at [KHRC.SportsWagering@ky.gov](mailto:KHRC.SportsWagering@ky.gov).