



ILLINOIS GAMING BOARD

JB Pritzker • Governor Dionne R. Hayden • Chairperson Marcus D. Fruchter • Administrator

160 N. LaSalle St. ♠ Suite 300 ♣ Chicago, Illinois 60601 ♥ phone 312-814-4700 ♦ fax 312-814-4602

Sales Agent & Broker License Application Submission Guide

The Illinois Gaming Board (IGB) Sales Agent & Broker License Applications will be available to the public the week of February 17, 2026 on the IGB website under Video Gaming; Applications & Forms ([Applications & Forms](#)). Three different forms will be available: the Video Gaming Technician/Terminal Handler/Sales Agent and Broker License Application, the Video Gaming Sales Agent and Broker License Application Short Form, and the Video Gaming Business Entity Sales Agent and Broker License Application. Applicants should read the instructions below thoroughly to determine which form they are required to file, and to determine whether they are permitted to submit their Application online or are required to appear in person at a Casino. Please follow the instructions carefully. The IGB may reject an incorrectly submitted or incomplete Application.

Types of Applications:

1. Video Gaming Sales Agent and Broker License Application Short Form

- This form is for a Terminal Handler or Technician Applicant/Licensee in Good Standing with the IGB (currently appears on the eligible to work list [Applicant & Licensee Lists](#)). A Terminal Handler or Technician Applicant/Licensee who wants to be licensed as a Sales Agent/Broker should file the Short Form regardless of whether an Exhibit 8D – Sales Agent/Broker Update Form has been previously filed by a Terminal Operator for the individual.

2. Video Gaming Technician/Terminal Handler/Sales Agent and Broker License Application

- The following individuals should use this Application:
 - An individual who has previously filed an Exhibit 8D – Sales Agent/Broker Update Form with the IGB but has not previously applied as a Terminal Handler/Technician with the IGB.
 - A new Applicant who has not previously applied as a Technician/ Terminal Handler or filed an Exhibit 8D – Sales Agent/Broker Update Form with the IGB. **(All new Applicants must schedule an appointment at a casino to be interviewed and fingerprinted. These individuals may NOT submit their Applications online.)**

3. Video Gaming Business Entity Sales Agent and Broker License Application

- This Application is for an Individual who would like to be paid through a Business Entity. Each Owner of the Business Entity Applicant is required to complete either a Video Gaming Technician/Terminal Handler/Sales Agent and Broker License Application or a Video Gaming Sales Agent and Broker License Application Short Form (if eligible as explained above). A Business Entity cannot be licensed until each owner submits the required Application.

Every individual applying for a Sales Agent and Broker License must have a current (within one year), valid set of fingerprint responses on file with the IGB. If you have previously submitted a Terminal Handler or Technician License Application, or an Exhibit 8D – Sales Agent/Broker Update Form to the IGB, please do not contact a casino to be fingerprinted unless instructed to do so. If there is an issue with your fingerprint responses, or if your responses have expired, you will be asked to contact your nearest casino to request an appointment to be fingerprinted.

*The IGB encourages Terminal Operators to coordinate bulk Application submissions for all Applicants, **except for new Applicants who have not previously submitted a Terminal Handler/Technician Application or an Exhibit 8D – Sales Agent/Broker Update Form to the IGB.** In order to facilitate the submission process, a Terminal Operator representative may contact the Illinois Gaming Board at 312-814-4700 and ask to speak with a Licensing Analyst to request a Sharepoint link to upload the Applications. The bulk submission should be sorted by Application type, submitted in a compressed format (.zip), and include the accompanying Sales Agent & Broker License Application Log excel file. Please title the Applications as follows:

- Video Gaming Sales Agent and Broker License Application Short Form
 - LastName, First Name – Sales Agent & Broker Short FORM.pdf
- Video Gaming Technician/Terminal Handler/Sales Agent and Broker License Application
 - LastName, FirstName – Sales Agent & Broker APPLICATION.pdf
- Video Gaming Business Entity Sales Agent and Broker License Application
 - Smith Enterprises, Inc. – BE Sales Agent APPLICATION.pdf

Please refer to the Sales Agent & Broker Submission Chart on the following page for further filing instructions. Any Individual or Business Entity who has previously filed an Exhibit 8D – Sales Agent/Broker Update Form is required to file the appropriate Sales Agent and Broker Form by August 17, 2026, to remain in good standing with the Illinois Gaming Board.

Persons of Significant Influence and Control (PSICs) of the Terminal Operators are not required to file a Sales Agent and Broker License Application at this time.

Please contact the Illinois Gaming Board at 312-814-4700 and ask to speak with a Licensing Analyst should you have any further questions regarding the Sales Agent and Broker License Application submission process.

Sales Agent & Broker Submission Chart

Type of Applicant	Filing Instructions	Application Fee
<p>New Sales Agent</p> <p>A person who has not previously submitted a Terminal Handler/Technician Application or an Exhibit 8D – Sales Agent/Broker Update Form to the IGB.</p>	<p>Applicants are required to complete a <u>Video Gaming Technician/Terminal Handler/Sales Agent and Broker License Application</u> and make an appointment at a Casino to be interviewed and fingerprinted.</p> <p>NOT eligible for Terminal Operator bulk submission.</p>	<p>Application fee will be collected in person at the time of the appointment.</p> <p>This Applicant may NOT use E-Pay to pay the Application Fee.</p>
<p>Business Entity Sales Agent</p> <p>A person who would like to be paid through a Business Entity. This entity may or may not have previously submitted an Exhibit 8D - Sales Agent/Broker Update Form to the IGB.</p>	<p>Business Entity Sales Agents will complete the Video Gaming Business Entity Sales Agent and Broker License Application and submit it by using the Sales Agent and Broker Submission Page on our website, or in person if they are submitting a Video Gaming Technician/Terminal Handler/Sales Agent and Broker License Application for a related individual. If the Applicant is submitting the Application online, they will complete the form on the Sales Agent and Broker Submission Page and upload the application.</p> <p>*Eligible for Terminal Operator bulk submission.</p>	<p>The Application Fee can be paid online by selecting the “Make a Payment to E-Pay” link at the bottom of the IGB website. The Applicant will select “Video Gaming Payments” and “Sales Agent Application Fees” from the drop-down menus. The Applicant may also pay in person at the casino if submitting an application for a related individual.</p>
<p>Licensed Terminal Handlers/Technicians or Pending Terminal Handler/Technician Applicants on the IGB eligible to work list <u>that have or have not</u> previously submitted an Exhibit 8D - Sales Agent/Broker Update Form to the IGB to act as a Sales Agent.</p>	<p>This individual can complete the Video Gaming Sales Agent and Broker License Application Short Form and submit it on the Sales Agent and Broker Submission Page on our website. The Applicant will complete the form on the Sales Agent and Broker Submission Page and upload the application.</p> <p>*Eligible for Terminal Operator bulk submission.</p>	<p>The Application Fee can be paid online by selecting the “Make a Payment to E-Pay” link at the bottom of the IGB website. The Applicant will select “Video Gaming Payments” and “Sales Agent Application Fees” from the drop-down menus.</p>
<p>Sales Agents who have previously filed an Exhibit 8D – Sales Agent/Broker Update Form with the IGB but have not previously applied as a Terminal Handler/Technician with the IGB.</p>	<p>This individual is required to complete the Video Gaming Technician/Terminal Handler/Sales Agent and Broker License Application and submit it on the Sales Agent and Broker Submission Page on our website. The Applicant will complete the form on the Sales Agent and Broker Submission Page and upload the application.</p> <p>*Eligible for Terminal Operator bulk submission.</p>	<p>The Application Fee can be paid online by selecting the “Make a Payment to E-Pay” link at the bottom of the IGB website. The Applicant will select “Video Gaming Payments” and “Sales Agent Application Fees” from the drop-down menus.</p>