



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
MICHIGAN GAMING CONTROL BOARD
DETROIT

HENRY L. WILLIAMS, JR.
EXECUTIVE DIRECTOR

MEMORANDUM

DATE: February 1, 2023

TO: Applicants Seeking a License in Michigan for Horse Racing

FROM: Michigan Gaming Control Board (MGCB) – Horse Racing Section

RE: Fingerprinting and Application Requirements for 2023

The Horse Racing Law of 1995 (Racing Act), MCL 431.301 through MCL 431.336, requires a person applying for a license to provide fingerprints. In 2023, before you can be granted a license, you must get fingerprinted, and the results must be received by the MGCB Licensing Office. See MCL 431.316(5). Fingerprints will not be taken by the MGCB Licensing Office at Northville Downs.

The Racing Act authorizes the racing commissioner to set the license fee and determine the length of the license. Beginning in 2023, occupational licenses will be granted for a 2-year period. The fee for the license will be double which is still well within the authorized statutory amount of not less than \$10 and not more than \$100. See MCL 431.316(9).

The attached document provides information on how you can begin the fingerprinting process now. The document gives instructions on how to obtain and submit your fingerprints to the MGCB Licensing Office. Please note, at the time of fingerprinting, you will need to submit to the fingerprinting entity a Live Scan Fingerprint Background Check Request form (Live Scan form) filled out by the MGCB. The Live Scan form you are receiving via email and through the U.S. Postal Service has been filled out by the MGCB.

It will be your responsibility to pay the fingerprinting costs. Currently, the cost through IdentoGo is \$68.25 in Michigan. Persons getting fingerprinted in states other than Michigan will be charged \$68.25 and an out-of-state fee of \$39.95 for a total of \$108.20.

For in-state residents who choose to get fingerprinted at your local police department, you must contact them first and ask if they do “Live Scan Printing for applicant purposes.” If the answer is “yes,” you can take your Live Scan form as filled out by the MGCB to the police department and have your prints taken. If the answer is “no,” you may check with another police department or make an appointment through [IdentoGo](https://www.identogo.com). Out-of-state residents cannot use their local law enforcement agency, but IdentoGo has locations throughout the United States.

If you have been fingerprinted in another state for licensing purposes, Michigan law does not allow the MGCB to accept those fingerprints for licensing in Michigan.

You can begin this process now. We encourage you to do so at least two weeks prior to the date you wish to qualify and/or race to ensure sufficient time for licensure.

To receive an application, filled-in Live Scan form, or payment information for your license, contact the MGCB Licensing Office at horseracing@michigan.gov.

To apply, fax your application and completed Live Scan form (**signed** by the fingerprinting agency) via fax to 248-349-9139 or email forms to horseracing@michigan.gov. You must contact the MGCB Licensing Office for payment information. You also may submit your application, completed Live Scan form (**signed** by the fingerprinting agency), and payment in person during MGCB Licensing Office business hours.

For more information, please call the MGCB Licensing Office at 248-349-5458 or via email at horseracing@michigan.gov

Regards,

/s/

Heather Gaunt
Horse Racing Section Manager