

## Occupational License - Employment Separation Notice

Upon a licensed employee separating from the Operator or Management Service Provider, the employer must immediately collect the occupational badge and return to the Office of Lottery and Gaming (OLG). Badges can be mailed or dropped off to the OLG located at 2235 Shannon Place SE, Washington, DC 20020. Complete and submit this form to the OLG, Regulation and Oversight Division via email to SWLicensingReg@dc.gov.

If additional space is needed, please note response on a separate sheet of paper and attach to the form.

SECTION 1: LICENSEE INFORMATION		
Name:		Today's Date :
Employer/Facility:		Position:
Date of Separation:		Badge #:
SECTION 2: SEPARATION INFORMATION		
Reason:		
Resigned		
Terminated		
Laid off		
Other (please specify): Furloughed, Retired		
SECTION 3: DECLARATION		
By signing below I certify that I understand and agree to the following statements:		
I declare under penalty of perjury under the laws of the District of Columbia that I am the employer, and that the foregoing information, and all information submitted with this form is true, correct, and complete.		
Employer Signature (Authorized Person/Position)		
OFFICE USE ONLY		
Badge Returned: YES	NO	Date Badge Returned:
Date Completed:		Date Received:
Authorized Agency Rep. Signature		Authorized Agency Rep. Printed Name