



2023 CHARITABLE BINGO INFORMATION SHEET

Please log in at <https://charitableportal.ohioago.gov> to submit your 2023 Bingo License Application beginning on November 1, 2022.

Web browser

The Charitable Account Management Portal no longer supports Internet Explorer 11. You're still able to access the portal using Internet Explorer 11, but portions of the website – including bingo applications – may no longer work properly. We suggest using the [Google Chrome](#) browser to access the portal.

Username and password

You may use the username and password previously set up in the Charitable Account Management Portal. Usernames and passwords are case sensitive.

If you forgot your username or password

Please access the above link prior to November 1, 2022 to ensure there are no delays. You can select “Forgot your password?” or “Forgot your username?” from the login page and reset it at that time. You will use your email address to recover these items.

To set up additional User accounts in the portal

Does another individual in your organization need access to assist in the application process? No worries! The new individual should access the above link and select “Register Here” to set up his/her own account.

The first person to create a user account in the licensing system will be identified as the Administrator. An Administrator can submit applications, view everything in the portal, and approve or deny additional organizational user requests. There can be more than one Administrator.

Additionally, other organization members and non-members can be identified as a User. A User is someone such as an officer, director, trustee or custodian of bingo records, who can submit license applications and view everything in the portal.

Please note that any requests for Administrator or User access will be need to be approved by that first Administrator. Any individual designated as an Administrator will receive an email to authorize access to any additional users for a charitable organization.

If you have requested help filling out your application from a site inspector

1. Please have all financial information completed and available at the time of your meeting.
2. Remember, the Inspectors cannot complete or calculate the information; the Inspectors are only entering the compiled information into the application.
3. Provide a current list of all officers, directors, trustees and bingo volunteer information including first and last name, date of birth, home address and home phone number.
4. Understand that you are fully responsible for the application and all of its contents.