

# WELCOME

INDIANA GAMING COMMISSION  
CHARITY GAMING DIVISION

Lions Mid-Winter Leadership  
Conference 2014

Director Diane Freeman  
Executive Director Ernest E. Yelton



## Indiana Gaming Commission



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### Hot Topics

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### Report Illegal Gambling



- [2013 Charity Gaming Seminars](#)
- [LDA Reports are now available](#)
- [Commission conducts disparity study](#)
- [The Indiana Gaming Commission is proposing new and amended rules](#)
- The Gaming Commission now has a toll free **illegal gambling tip line**. If you have any information related to illegal gambling, please call **1-866-610-8477**.

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## CHARITY GAMING INFO

### Online Services FIRST IN LINE EVERY TIME

#### Top FAQs

#### I Want To...

1. Who can conduct charity gaming in Indiana?
2. Once an organization is qualified by the commission for a charity gaming event, what type of licenses can they apply for?
3. Are there restrictions for operators and workers of a charity gaming event?
4. What qualification requirements must be met with the Indiana Gaming Commission for a charity gaming event?
5. Once an organization has been qualified for charity gaming events, what type of gaming events is allowed?
6. What are the responsibilities of an operator of a charity gaming event?

[More FAQs >](#)

# WHERE DOES THE GAMING REVENUE GO?



## Indiana Gaming Commission



Online Services  
FIRST IN LINE EVERY TIME

Top FAQs

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Report  
Illegal  
Gambling



CHARITY  
GAMING INFO

IGC > Charity Gaming

### Charity Gaming



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- [Charity Gaming Seminars](#)
- [Proposed Rule LSA #12-280](#)
- This is an omnibus rule to clarify charity gaming regulations, specifically amending definitions in 68 IAC 21-1. Amends application and qualification processing requirements in 68 IAC 21-2. Amends conduct of charitable gaming events in 68 IAC 21-3. Amends record keeping requirements in 68 IAC 21-4. Amends contracting restrictions with affiliated persons in 68 IAC 21-5. Amends disciplinary actions in 68 IAC 21-6.
- [I Want To...](#)
- [Rules for Using a Volunteer Ticket Agent \(VTA\)](#)
- [Disciplinary Actions](#)
- [Charity Gaming Emergency Rule 13-291\(E\) \(Effective June 20, 2013\)](#)
- [RE Pull Tabs at bars and taverns](#)
- Refer to this link if you have questions regarding licensing for Pull Tabs in bars and taverns.
- [Annual Reports](#)
- [Forms](#)
- [National Comprehensive Forms](#)
- [License Types and Related Activities](#)
- [Allowable Expenses](#)
- [NAGRA Pull Tab Standards](#)
- [NAGRA Bingo Standards](#)
- [Licensed Manufacturers](#) and [Distributors](#)
- [Qualified Organizations](#)
- [Qualified Organizations - Current Licenses and Expiration](#)
- [Qualified Organizations - Approved Exempt Events](#)

You may contact us by:

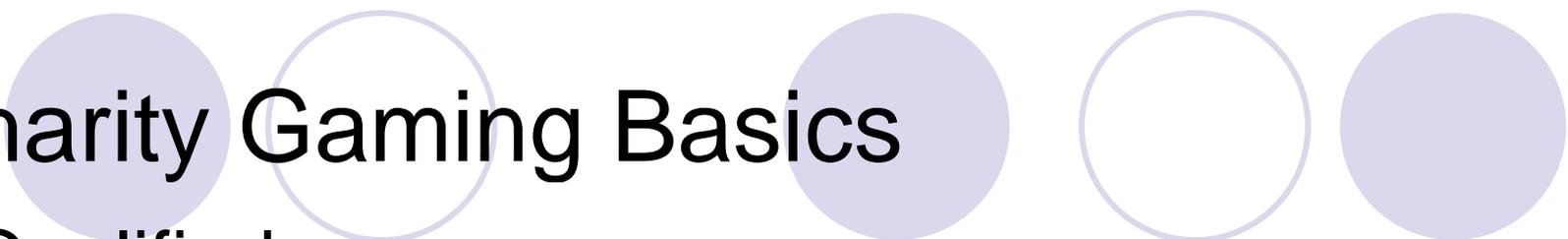
Mail:  
Indiana Gaming Commission  
Charity Gaming Division  
East Tower, Suite 1800  
101 W. Washington Street  
Indianapolis, Indiana 46204

Telephone: (317) 232-4646

Fax: (317) 232-0117

To report a Charity Gaming Complaint please call 1-866-810-8477.

NOTICE: The documents referenced on this page are subject to change at any time upon further review by the Indiana Gaming Commission and will be updated at a future date.



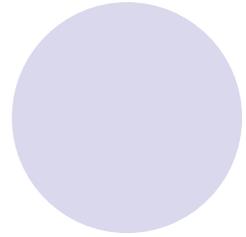
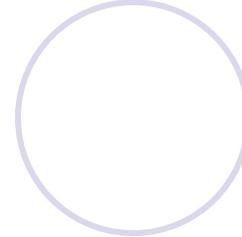
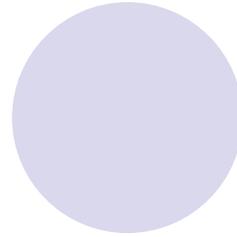
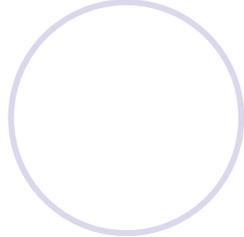
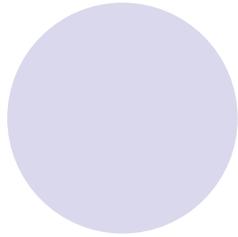
# Charity Gaming Basics

- Qualified
- Raise money for your charitable purposes
- Using your volunteers (can't pay)
- 8 types of licenses Singles/Annuals
- Single---date, time, location specific
- Annual----3 days a week time and location specific
- How do we conduct 50/50's at our meetings--  
----Exempt Events
- Illegal Gaming 3-elements

## 68 IAC 21-1-15

"Operator", as defined in IC 4-32.2-2-21, means either:

- (1) a member of a qualified organization who has oversight of or is responsible for performing functions directly associated with critical aspects of gaming activities, including, but not limited to:
  - (A) accounting for money received and disbursed at the charity gaming event;
  - (B) keeping records of the charity gaming event;
  - (C) announcing the letter-number combination at a bingo event;
  - (D) conducting:
    - (i) the winning draw for a raffle;
    - (ii) a qualified drawing;
    - (iii) a winner take all drawing; or
    - (iv) a door prize drawing;
  - (E) determining the winner in a guessing game or a water race;
  - (F) determining the flare and seal card winner;
  - (G) controlling the mixing and distributing of pull-tabs;
  - (H) redeeming a pull-tab, punchboard, or tip board valued at more than fifty dollars (\$50); or
  - (I) performing a task of a worker; or
- (2) a remunerated bartender designated on a qualified organization's annual PPT license or annual raffle license.

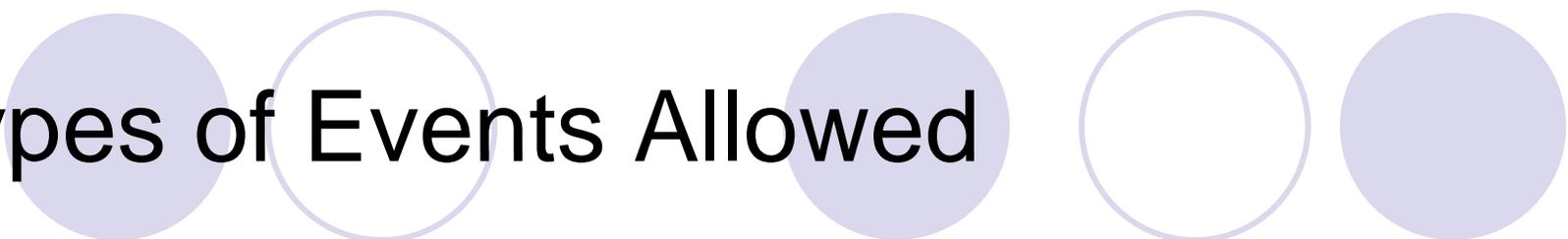


## **68 IAC 21-1-20**

**"Worker", as defined in IC 4-32.2-2-30, means a member of a qualified organization who assists in conducting gaming activities, including, but not limited to, the following:**

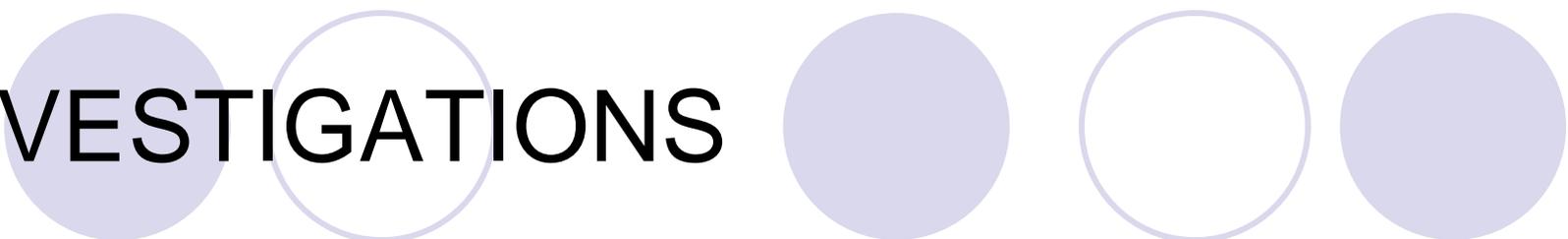
- (1) Selling pull-tabs, punchboards, and tip boards.**
- (2) Selling bingo supplies.**
- (3) Dealing cards at a card game other than a qualified card game.**
- (4) Selling tickets or chances to an allowable event.**
- (5) Redeeming pull-tabs, punchboards, and tip boards valued at fifty dollars (\$50) or less.**

# Types of Events Allowed

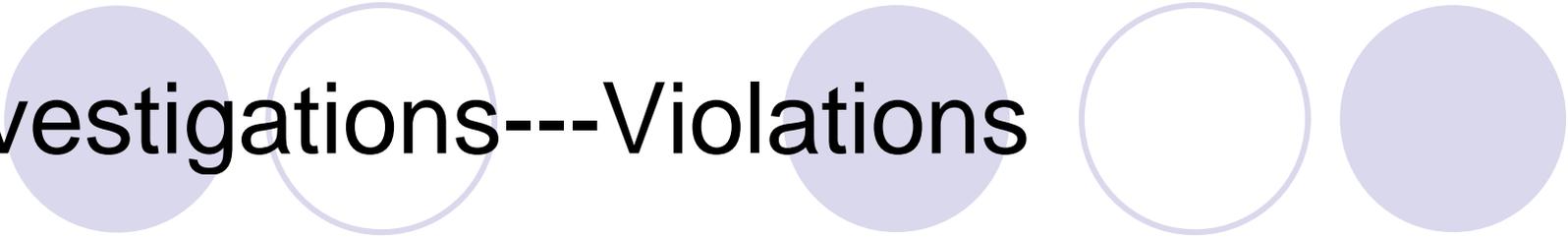


- Bingo
- Charity Game Night
- Raffle
- Annual PPT
- Door Prize
- Water Race
- Guessing Game
- Festival
- Exempt Events

# INVESTIGATIONS



- Commission may **conduct** investigations to provide for the security and integrity of the operation of allowable events.
- **Enter** the premises where an allowable event is or has been conducted.
- **Remove** necessary equipment.
- Full **access** to all financial records.
- **Inspect** the premises.



# Investigations---Violations

Failure to maintain accurate financial records.

Operators not on license.

“No Tipping” signs not posted.

Participation in games by operators/workers.

License (s) not posted.

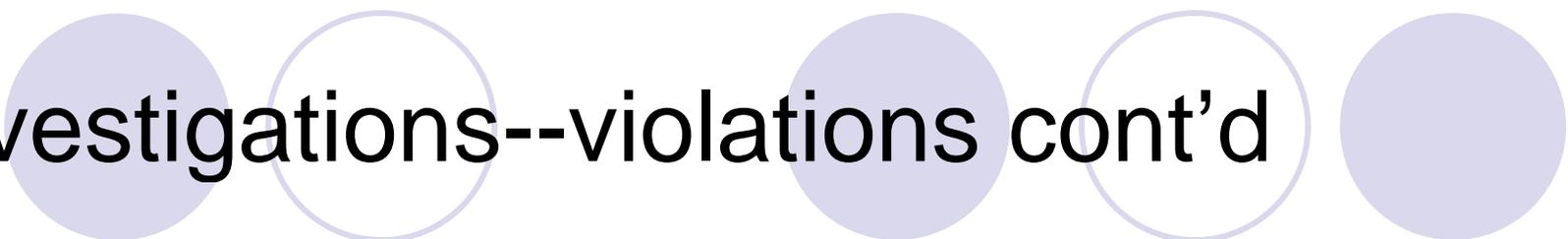
No separate/segregated charity gaming account.

Transfer of money from charity gaming account.

Contracting

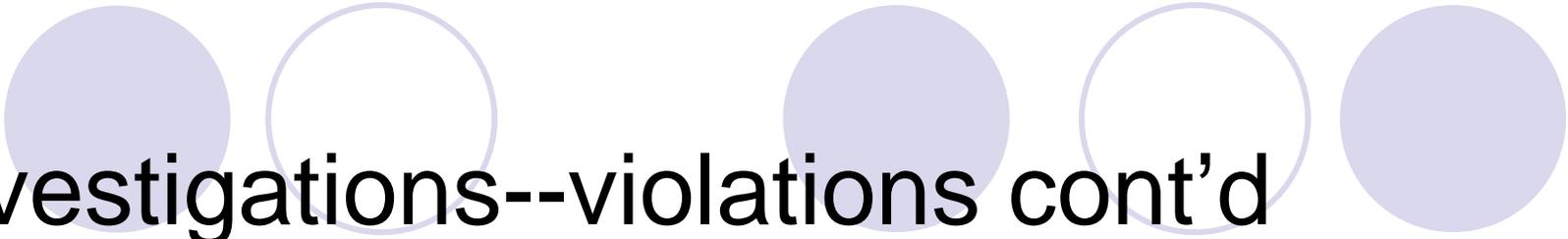
Illegal games: ie NASCAR BOARDS, Night at the Races, Internet Sweepstakes, Charity Mania

Gaming without a License---but we did not keep any money!!!!!!



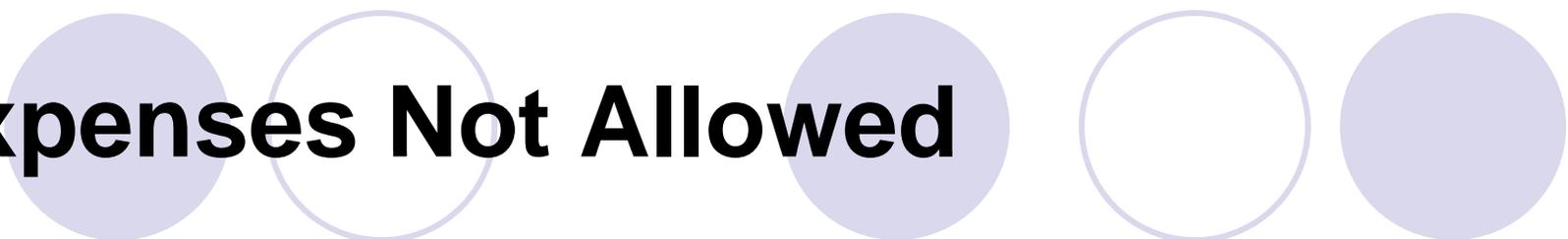
# Investigations--violations cont'd

- Not using U.S. Currency
- Checks, Debit Cards, Cash
- Computer records not supported with original accounting documents (Event Summary Report)
- Bingo Caller not an operator
- Grandfathered equipment
- No profit on cumulative totals



## Investigations--violations cont'd

- Paying of Worker/Operators
- Multiple licenses all money into one account.
- Queen of Hearts (similar boards)
- Raffle boards Raffle vs. Bingo License.
- Amusement machines paying out
- Bar Bingo....Bartender
- Donations at gaming events
- Club Special last sale cards



# Expenses Not Allowed

- Salaries / Benefits (i.e. insurance, 401k).
- Health Insurance (exception for required slip/fall in a lease agreement).
- Taxes – employee federal, state or county withholding taxes, sales tax, etc.
- Alcoholic Beverage Taxes.
- Alcohol, Beer, Wine, etc.



# Event Summary Reports

- Bingo – Event Summary Report
- Charity Game Night – Event Summary Report
- Raffle – Event Summary Report
- PPT – Event Summary Report
- Door Prize – Event Summary Report
- Festival – Event Summary Report
- Water Race – Event Summary Report
- Guessing Game – Event Summary Report



# Festival - Event Summary Report

State Form 54737 (R / 4-13)  
INDIANA GAMING COMMISSION

Prepared By: \_\_\_\_\_  
*First and Last Name*

(1) Organization Name		(2) Date of Event <i>(mm/dd/yy)</i>	(3) Day _____ of _____ <i>Example: Day 1 of a 5 day festival</i>	
(4) Address of Event		(5) City	(6) State	(7) ZIP Code
(8) License Number		(9) Operator in Charge		
(10) Number of Attendees		(11) Start-Up Money <i>(Includes hot ball, cover all, special games, etc.)</i> \$		

## Part 1 BINGO

(12) Door Packs Sold – Description <i>(Name, Face Up, etc.)</i>	Number of Free Packs	Reduced Packs: Number Sold / Price per Pack	Regular Packs: Number Sold / Price Per Pack	Bingo Income	Bingo Payouts	
		\$	\$	\$	\$	
		\$	\$	\$	\$	
		\$	\$	\$	\$	
		\$	\$	\$	\$	
		\$	\$	\$	\$	
		\$	\$	\$	\$	
(13) Early Birds/Warm Ups – Description <i>(Name, Face Up, etc.)</i>	Number of Free Packs	Reduced Packs: Number Sold / Price per Pack	Regular Packs: Number Sold / Price Per Pack	Bingo Income	Bingo Payouts	
		\$	\$	\$	\$	
		\$	\$	\$	\$	
		\$	\$	\$	\$	
(14) Special Games – Description <i>(Name, Face Up, etc.)</i>	Number of Free Games	Reduced Games: Number Sold / Price per Game	Regular Games: Number Sold / Price Per Game	Bingo Income	Bingo Payouts	
		\$	\$	\$	\$	
		\$	\$	\$	\$	
		\$	\$	\$	\$	
(15) Night Owls – Description <i>(Name, Face Up, etc.)</i>	Number of Free Packs	Reduced Packs: Number Sold / Price per Pack	Regular Packs: Number Sold / Price Per Pack	Bingo Income	Bingo Payouts	
		\$	\$	\$	\$	
		\$	\$	\$	\$	
(16) Cookie Jar / Hot Ball / Hot Number / Pickle Jar, etc.			Number Sold	Price Per Game	Bingo Income	Bingo Payouts
				\$	\$	\$
				\$	\$	\$
<b>Payout limitation per Bingo <u>Game</u> is \$1,000.00.</b>			(17) Total Gross Bingo Income		\$ 0.00	
<b>Payout limitation per Bingo <u>Event</u> is \$6,000.00.</b>			(18) Bingo Payouts			\$ 0.00
			(19) Net Bingo Income <i>(Subtract Line 18 from Line 17.)</i>			\$ 0.00

Prepared By: \_\_\_\_\_  
First and Last Name

Event Date: \_\_\_\_\_  
(mm/dd/yy)

Day \_\_\_\_\_ of \_\_\_\_\_  
Example: Day 1 of a 5 day festival

### Festival – Event Summary

<b>Part 2 CARD GAMES</b>		<b>A cash-in / cash-out station must be established.</b>		
(20) List TYPE of card game played <i>(Texas Hold'em, Omaha, Caribbean Stud, Euchre, etc.)</i>	(21) List how money was made by organization <i>(Tournament style, Straight take off the top, Dragging the pot, Play against the house, etc.)</i>	(22) Total Income Collected	(23) Total Payout	(24) Net Income <i>Line 22 Minus Line 23</i>
		\$	\$	\$ 0.00
		\$	\$	\$ 0.00
		\$	\$	\$ 0.00
		\$	\$	\$ 0.00
		\$	\$	\$ 0.00
		\$	\$	\$ 0.00
		\$	\$	\$ 0.00
		\$	\$	\$ 0.00
		\$	\$	\$ 0.00
		\$	\$	\$ 0.00
		\$	\$	\$ 0.00
		\$	\$	\$ 0.00
		\$	\$	\$ 0.00
		\$	\$	\$ 0.00
<b>Totals</b>		22(a) \$ 0.00	23(a) \$ 0.00	24(a) \$ 0.00
<b>Part 3 DICE GAMES AND WHEEL GAMES</b>		<b>A cash-in / cash-out station must be established.</b>		
(25) Name of Game <i>(Craps, Roulette, Spindle, Money, Turkey, Ham etc.)</i>	(26) Total Income Collected	(27) Total Payout	(28) Net Income <i>Line 26 minus line 27</i>	
	\$	\$	\$ 0.00	
	\$	\$	\$ 0.00	
	\$	\$	\$ 0.00	
	\$	\$	\$ 0.00	
	\$	\$	\$ 0.00	
	\$	\$	\$ 0.00	
	\$	\$	\$ 0.00	
	\$	\$	\$ 0.00	
<b>Totals</b>	26(a) \$ 0.00	27(a) \$ 0.00	28(a) \$ 0.00	

Please read page 8.



Prepared By: \_\_\_\_\_ Event Date: \_\_\_\_\_ Day \_\_\_\_\_ of \_\_\_\_\_  
First and Last Name (mm/dd/yy) Example: Day 1 of a 5 day festival

### Festival - Event Summary Report

Part 5 TIP BOARD / PUNCH BOARD SALES							You must retain all seal / flare cards.
(37) Name of Game	(38) Serial Number	(39) Number of Tips/Punches	(40) Amount Per Tip/Punch	(41) Gross Income	(42) Cash Payout	(43) Net Income	(44) Prize-Item Description / *Value **Cost If prizes are donated, indicate donated.
			\$	\$	\$	\$ 0.00	
			\$	\$	\$	\$ 0.00	
			\$	\$	\$	\$ 0.00	
<b>Totals</b>				41(a) \$ 0.00	42(a) \$ 0.00	43(a) \$ 0.00	
Part 6 RAFFLES							
(45) Type of Drawing <small>(Regular, 50/50, Split the Pot, Commander, etc.)</small>	(46) Number of Drawings	(47) Number of Tickets Sold	(48) Amount Per Ticket	(49) Gross Income	(50) Cash Payout	(51) Net Income	(52) Prize-Item Description / *Value **Cost If prizes are donated, indicate donated.
			\$	\$	\$	\$ 0.00	
			\$	\$	\$	\$ 0.00	
			\$	\$	\$	\$ 0.00	
			\$	\$	\$	\$ 0.00	
			\$	\$	\$	\$ 0.00	
			\$	\$	\$	\$ 0.00	
			\$	\$	\$	\$ 0.00	
<b>Totals</b>				49(a) \$ 0.00	50(a) \$ 0.00	51(a) \$ 0.00	
Part 7 DOOR PRIZES				The total value of all Door prizes may not exceed \$5,000.			
(53) Description of Door Prize Drawing	(54) Number of Drawings	(55) Number of Paid Attendees	(56) Amount Per Ticket	(57) Gross Income	(58) Cash Payout	(59) Net Income	(60) Prize-Item Description / *Value **Cost If prizes are donated, indicate donated.
			\$	\$	\$	\$ 0.00	
			\$	\$	\$	\$ 0.00	
			\$	\$	\$	\$ 0.00	
			\$	\$	\$	\$ 0.00	
<b>Totals</b>				57(a) \$ 0.00	58(a) \$ 0.00	59(a) \$ 0.00	

\*The value of prizes must be determined by the fair market retail value. \*\*The cost of prizes must be supported with a receipt.

Prepared By: \_\_\_\_\_  
*First and Last Name*

Event Date: \_\_\_\_\_  
*(mm/dd/yy)*

Day \_\_\_\_\_ of \_\_\_\_\_  
*Example: Day 1 of a 5 day festival*

### Festival - Event Summary Report

Part 8 WATER RACE						
(61) Description of Water Race	(62) Number of Water Race Tickets Sold	(63) Amount Per Ticket	(64) Gross Income	(65) Cash Payout	(66) Net Income	(67) Prize-Item Description / *Value **Cost If prizes are donated, indicate donated.
		\$	\$	\$	\$ 0.00	
		\$	\$	\$	\$ 0.00	
		\$	\$	\$	\$ 0.00	
		\$	\$	\$	\$ 0.00	
		\$	\$	\$	\$ 0.00	
		\$	\$	\$	\$ 0.00	
		\$	\$	\$	\$ 0.00	
		\$	\$	\$	\$ 0.00	
<b>Totals</b>			64(a) \$ 0.00	65(a) \$ 0.00	66(a) \$ 0.00	
Part 9 GUESSING GAME						
(68) Description of Guessing Game	(69) Number of Guesses Sold	(70) Amount Per Ticket	(71) Gross Income	(72) Cash Payout	(73) Net Income	(74) Prize-Item Description / *Value **Cost If prizes are donated, indicate donated.
		\$	\$	\$	\$ 0.00	
		\$	\$	\$	\$ 0.00	
		\$	\$	\$	\$ 0.00	
		\$	\$	\$	\$ 0.00	
		\$	\$	\$	\$ 0.00	
		\$	\$	\$	\$ 0.00	
		\$	\$	\$	\$ 0.00	
		\$	\$	\$	\$ 0.00	
<b>Totals</b>			71(a) \$ 0.00	72(a) \$ 0.00	73(a) \$ 0.00	

\*The value of prizes must be determined by the fair market retail value. \*\*The cost of prizes must be supported with a receipt.

Prepared By: \_\_\_\_\_  
*First and Last Name*

Event Date: \_\_\_\_\_  
*(mm/dd/yy)*

Day \_\_\_\_\_ of \_\_\_\_\_  
*Example: Day 1 of a 5 day festival*

## Festival - Event Summary Report

<b>Part 10 GROSS INCOME TOTALS</b>		
Start-Up Money <i>(Includes hot ball, cover all, special games, etc.)( Enter amount from line 11)</i>	75	\$
Bingo Income <i>(Enter amount from line 17)</i>	76	\$ 0.00
Card Games Income <i>(Enter amount from line 22(a))</i>	77	\$ 0.00
Dice and Wheel Games Income <i>(Enter amount from line 26(a))</i>	78	\$ 0.00
Pull Tab Gross Income <i>(Enter amount from line 34(a))</i>	79	\$ 0.00
Tip Board and Punch Board Income <i>(Enter amount from line 41(a))</i>	80	\$ 0.00
Raffle Income <i>(Enter amount from line 49(a))</i>	81	\$ 0.00
Door Prize Income <i>(Enter amount from line 57(a))</i>	82	\$ 0.00
Water Race Income <i>(Enter amount from line 64(a))</i>	83	\$ 0.00
Guessing Game Income <i>(Enter amount from line 71(a))</i>	84	\$ 0.00
<b>Gross Total <i>(Add Lines 75-84)</i></b>	<b>85</b>	<b>\$ 0.00</b>
<b>Part 11 PAYOUT TOTALS <i>(These numbers represent CASH payouts only.)</i></b>		
Bingo Payout <i>(Enter amount from line 18)</i>	86	\$ 0.00
Card Games Payout <i>(Enter amount from line 23(a))</i>	87	\$ 0.00
Dice and Wheel Games Payout <i>(Enter amount from line 27(a))</i>	88	\$ 0.00
Pull Tab Payout <i>(Enter amount from line 35(a))</i>	89	\$ 0.00
Tip Board and Punchboard Payout <i>(Enter amount from line 42(a))</i>	90	\$ 0.00
Raffles Payout <i>(Enter amount from line 50(a))</i>	91	\$ 0.00
Door Prizes Payout <i>(Enter amount from line 58(a))</i>	92	\$ 0.00
Water Race Payout <i>(Enter amount from line 65(a))</i>	93	\$ 0.00
Guessing Game Payout <i>(Enter amount from line 72(a))</i>	94	\$ 0.00
<b>Total Payouts <i>(Add Lines 86-94)</i></b>	<b>95</b>	<b>\$ 0.00</b>
<b>Part 12 NET INCOME</b>		
<b>Total Net Income <i>(Line 85 minus line 95)</i></b>	<b>96</b>	<b>\$ 0.00</b>
<b>Part 13 DEPOSIT FROM THIS EVENT</b>		
Amount of bank deposit from this event	97	\$

Reminder: Payout totals do NOT include the expenses to purchase the prizes. The expense will be deducted on the financial forms.

Prepared By: \_\_\_\_\_  
*First and Last Name*

Event Date: \_\_\_\_\_  
*(mm/dd/yy)*

Day \_\_\_\_\_ of \_\_\_\_\_  
*Example: Day 1 of a 5 day festival*

### Festival - Operator and Worker List

Name <i>First and Last Name</i>	DLN / ID	Assigned Duties for this Event <i>(check all that apply)</i>	Operator or Worker <i>(check one)</i>	Member and/or Employee <i>(check all that apply)</i>
		<input type="checkbox"/> Bingo <input type="checkbox"/> PPT Sales <input type="checkbox"/> Raffles <input type="checkbox"/> Cards, Dice, Etc. <input type="checkbox"/> Other <i>(Please describe)</i>	<input type="checkbox"/> Operator <input type="checkbox"/> Worker	<input type="checkbox"/> Member <input type="checkbox"/> Employee
		<input type="checkbox"/> Bingo <input type="checkbox"/> PPT Sales <input type="checkbox"/> Raffles <input type="checkbox"/> Cards, Dice, Etc. <input type="checkbox"/> Other <i>(Please describe)</i>	<input type="checkbox"/> Operator <input type="checkbox"/> Worker	<input type="checkbox"/> Member <input type="checkbox"/> Employee
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		<input type="checkbox"/> Bingo <input type="checkbox"/> PPT Sales <input type="checkbox"/> Raffles <input type="checkbox"/> Cards, Dice, Etc. <input type="checkbox"/> Other <i>(Please describe)</i>	<input type="checkbox"/> Operator <input type="checkbox"/> Worker	<input type="checkbox"/> Member <input type="checkbox"/> Employee
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		<input type="checkbox"/> Bingo <input type="checkbox"/> PPT Sales <input type="checkbox"/> Raffles <input type="checkbox"/> Cards, Dice, Etc. <input type="checkbox"/> Other <i>(Please describe)</i>	<input type="checkbox"/> Operator <input type="checkbox"/> Worker	<input type="checkbox"/> Member <input type="checkbox"/> Employee
		<input type="checkbox"/> Bingo <input type="checkbox"/> PPT Sales <input type="checkbox"/> Raffles <input type="checkbox"/> Cards, Dice, Etc. <input type="checkbox"/> Other <i>(Please describe)</i>	<input type="checkbox"/> Operator <input type="checkbox"/> Worker	<input type="checkbox"/> Member <input type="checkbox"/> Employee
		<input type="checkbox"/> Bingo <input type="checkbox"/> PPT Sales <input type="checkbox"/> Raffles <input type="checkbox"/> Cards, Dice, Etc. <input type="checkbox"/> Other <i>(Please describe)</i>	<input type="checkbox"/> Operator <input type="checkbox"/> Worker	<input type="checkbox"/> Member <input type="checkbox"/> Employee

Reminder: All Operators must be listed on the license. Only an operator may: call bingo and pull the winning ticket. Everyone that sells a raffle ticket or a pull tab, punchboard or tip board ticket must be listed on the application as either an operator or a worker.



Festival Event Summary Report  
Part 2 Cards Games  
Part 3 Dice Games and Wheel Games

1. The manner that you will use to record all income for the card games, dice games and wheel games must be established prior to start of game.
  - a) A cash in / cash out station must be utilized and must be supervised by an operator.
  - b) A record of all buy-ins, re-buys, add-ons and entrance fees must be maintained.
2. The manner that you will use to payout prizes must be established prior to the start of the game.
  - a) If playing tournament style, you must determine how many positions (1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, etc. ) will be paid and the prizes for each position.
  - b) Cash in / Cash out game.
3. You must determine how the organization will make money for this fundraising event.
  - a) Straight off the top. House take / buy-in – i.e. \$25.00 = \$20.00 chips and \$5.00 for the house.
  - b) Pot drag – i.e. \$1.00 for each \$10.00 in bets up to a maximum of \$8.00 per game.
  - c) Play against the house. Determine win / losses for each table to determine net income.
  - d) Cash in / Cash out station – i.e. use register to determine sales and payouts.

**No Tipping.** Proper signage must be posted indicating *No Tipping* allowed.

**Cash Game:** means a game in which the players may cash in or cash out at any time.

*Caution:* Before you conduct a cash game you will need to consider that you must declare all of the buy-ins, re-buys and add-ons as your gross income. This will seriously affect your license fees for the next license period.

**CASH:** There is never a time when cash may be used in the game. Imitation money or chips must be used.

**Dealers:** must be properly documented operators or workers for your organization. They shall not participate in the game in any manner.

*Exception:* Qualified Card Game New IC 4-32.2-2-23.3. Euchre, Texas Hold 'em poker, Omaha poker.



**Deal:** shall not be passed around the table.

*Exception:* For the following Qualified Card Games only.

EUCHRE:

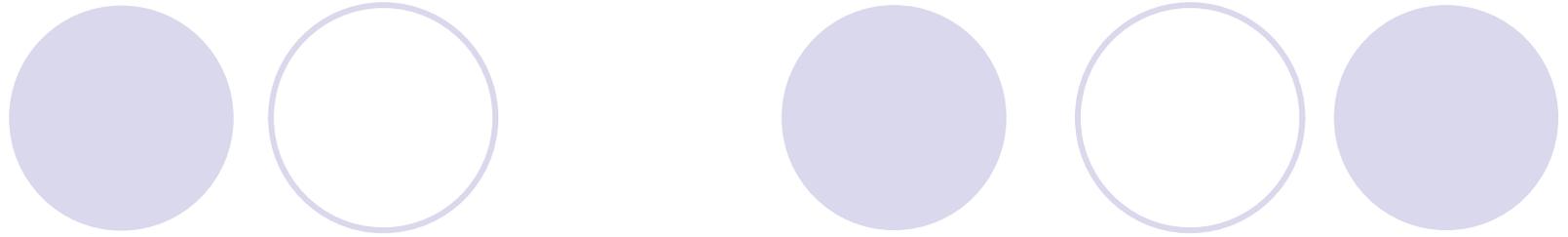
- The **only** card game in which the deal may be passed around the table and **the dealer may participate**. When it is the players turn to deal, they must deal. You are required to have 1 operator for every 6 tables of 4 players.

TEXAS HOLD'EM POKER AND OMAHA POKER

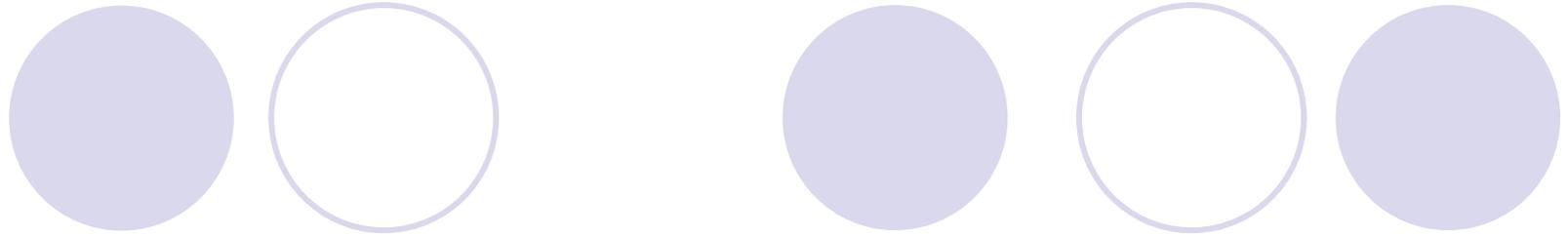
- **Patrons may take turns dealing, but are not permitted to play in the hand they deal.**
- The dealer shall submit the deck to be cut to the nearest player to the right of the dealer.
  - IGC Interpretation: Person may either pass or cut.
- A blank card must be at the bottom of the deck.
  - IGC Interpretation: Blank card means a non-playing card.
- An operator or worker shall deal the cards at the final table of the tournament.
- Operators or workers may not play in the games at the events they are working.
- Proposed rule: A minimum of two operators for an event, maintaining a ratio of at least one operator per forty (40) players

**Recommendation:** It is recommended that you establish house rules on how the games will be conducted. Included in these house rules should be how disputes will be handled. House rules should be published, posted and a copy placed on each table. House rules should be available to anyone who requests a copy. If you establish house rules, please follow them.

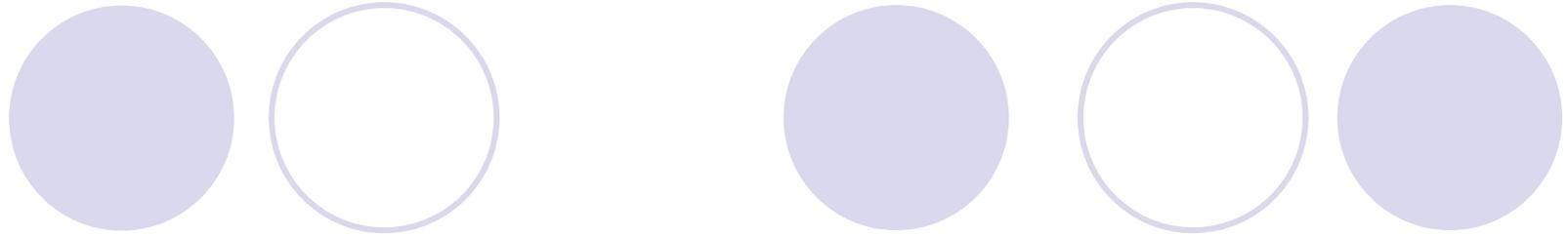
**Documentation:** All documents produced pertaining to the event must be maintained to support the event summary report. If the records are computerized, the actual hand written documents must be maintained to support the computer records.



# **Test Your Charity Gaming Knowledge**

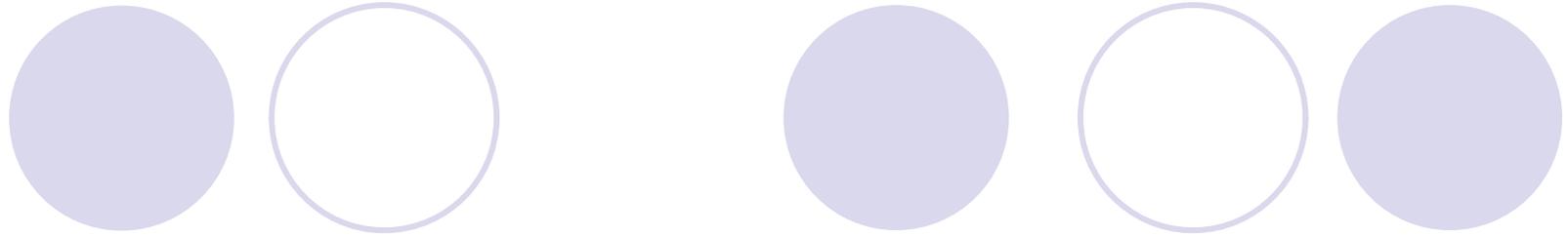


To be a worker for a charity gaming event, how long does an individual have to be a member?

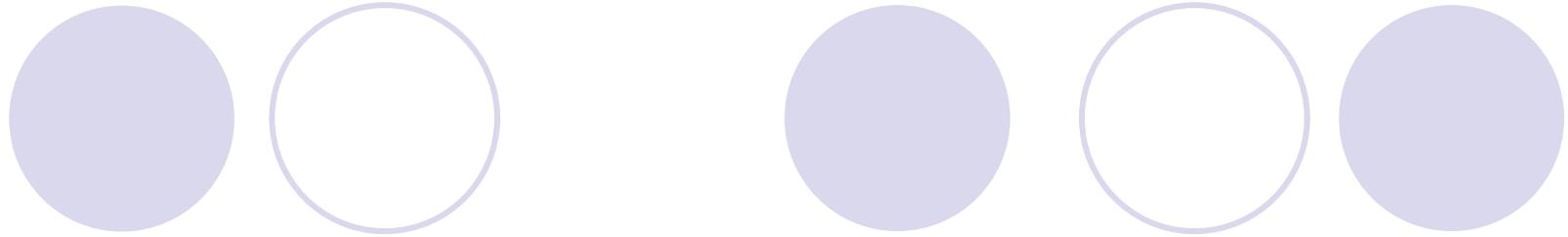


To be a worker for a charity gaming event, how long does an individual have to be a member?

**30 Days.**



Are there any exceptions to the membership requirement for a worker?

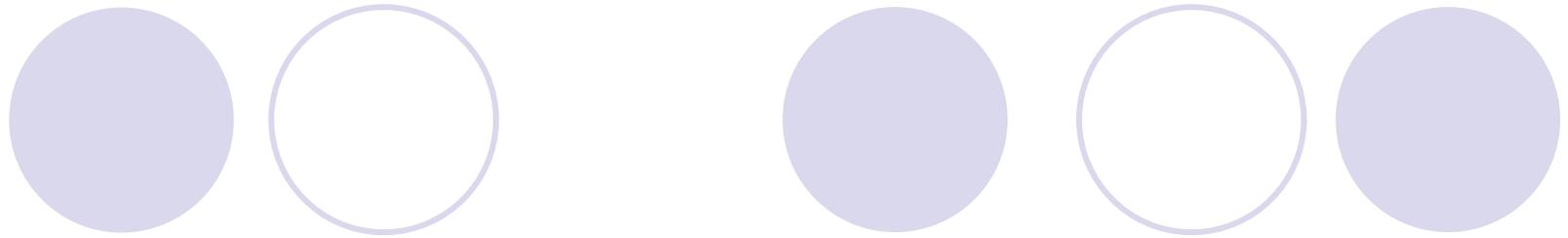


Are there any exceptions to the membership requirement for a worker?

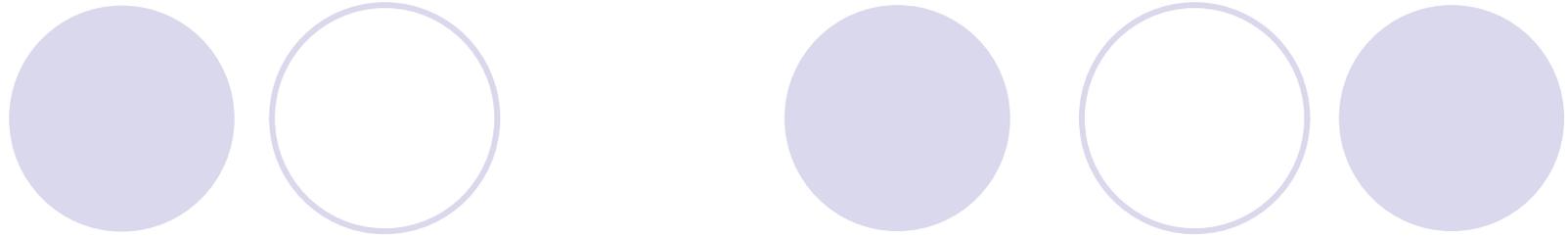
**Yes.**

**A full time employee may serve as a worker.**

**An individual who is a member of another qualified organization has been approved by the Charity Gaming Division (on Form CG-NPA) may also serve as a worker.**

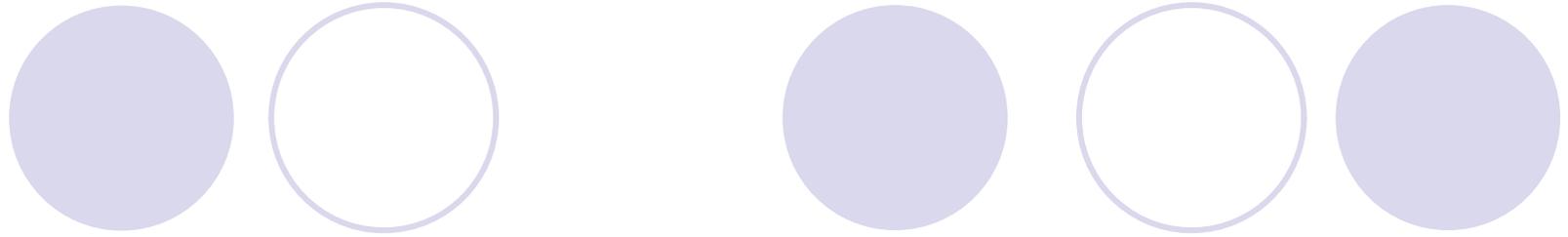


How old does a member  
have to be to serve as an  
operator or worker?

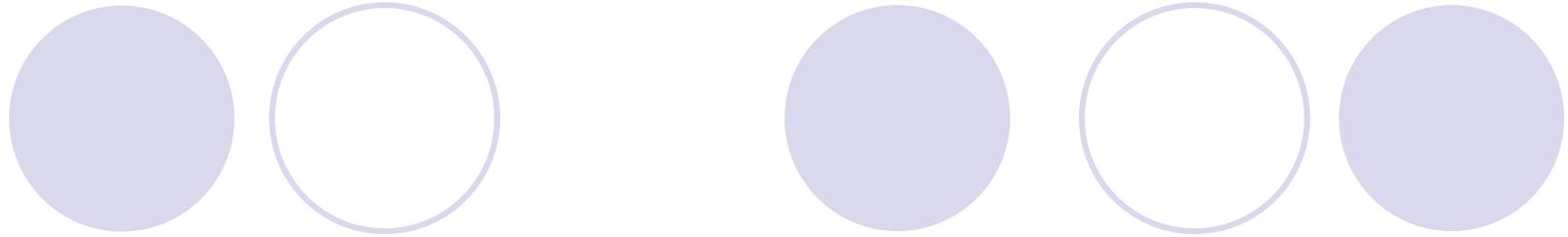


How old does a member have to be to serve as an operator or worker?

**Eighteen – 18.**

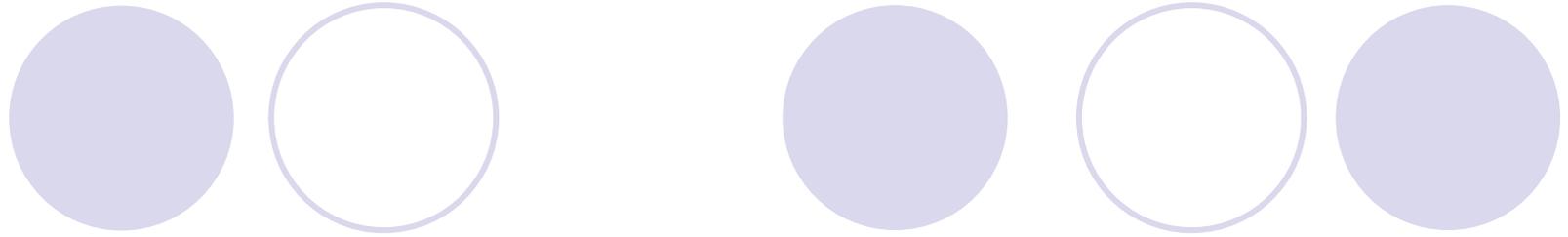


Name the **only** thing that  
someone under the age of 18  
may do:

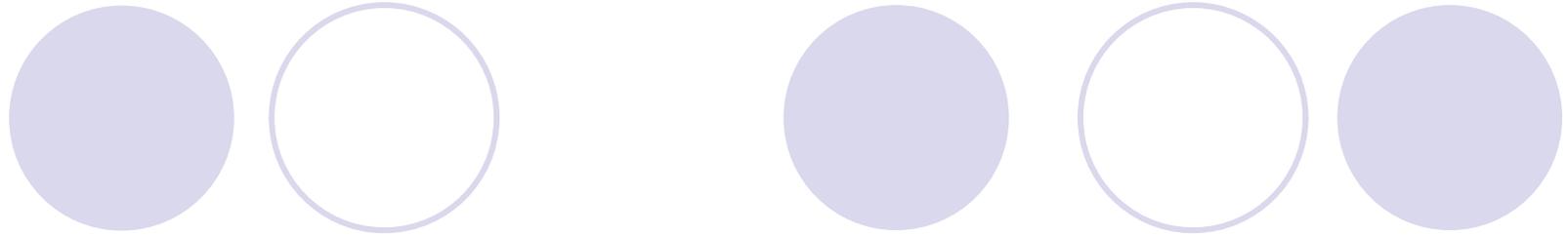


Name the **only** thing that someone under the age of 18 may do:

**The only thing that an individual under the age of eighteen (18) may do is sell raffle tickets for an organization that they are a member.**

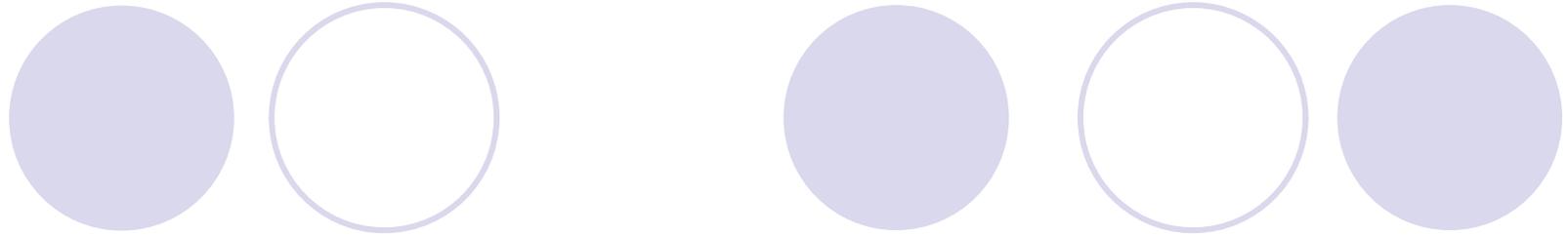


How old does an individual have to be to participate as a patron in a charity gaming event?

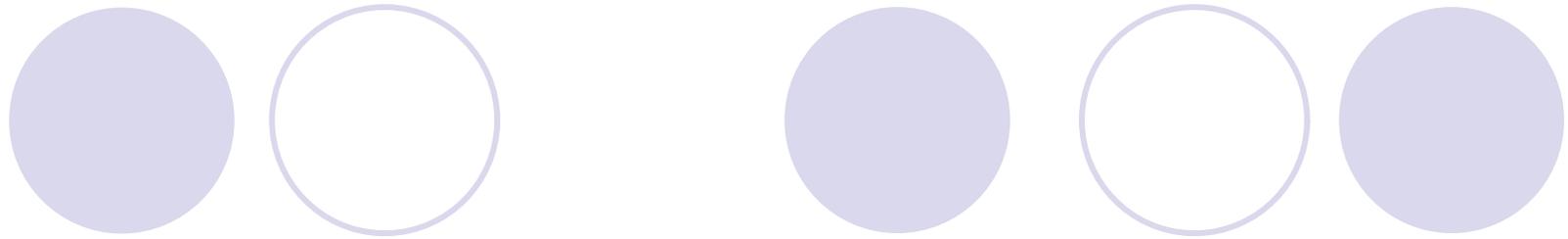


How old does an individual have to be to participate as a patron in a charity gaming event?

**Eighteen – 18.**

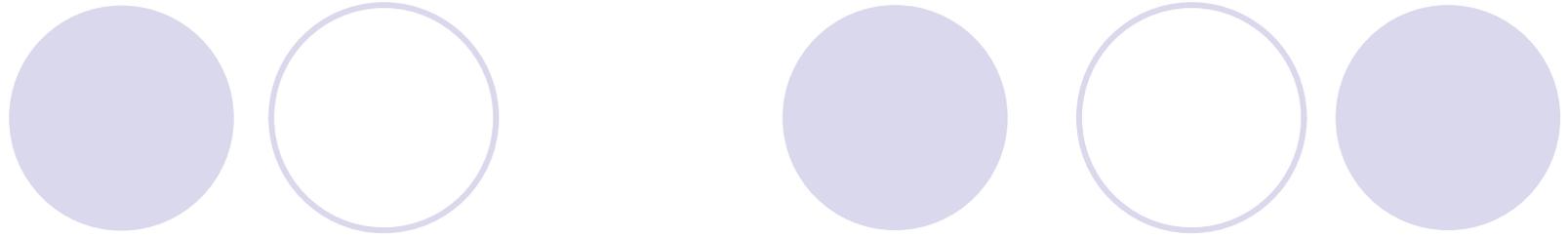


What kind of license would my organization need if we wanted to play bingo, play cards, sell tips, have a dinner and a silent auction at a charity function on December 10th at Primo's Banquet Hall?

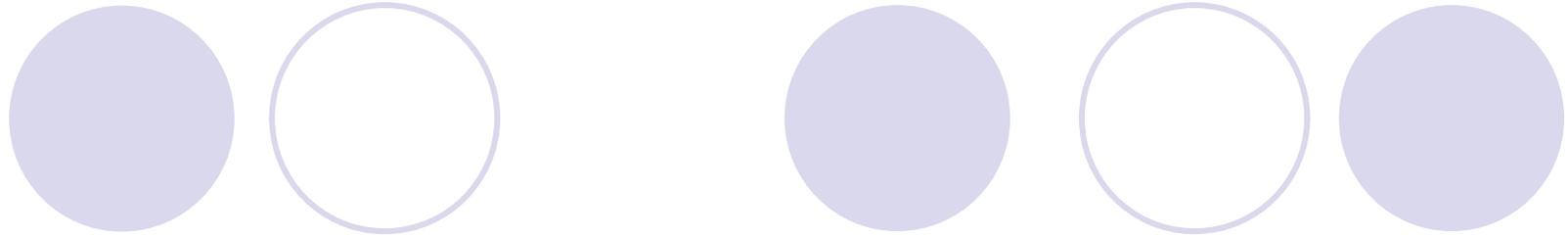


What kind of license would my organization need if we wanted to play bingo, play cards, sell tips, have a dinner and a silent auction at a charity function on December 10th at Primo's Banquet Hall?

**A Festival License.**

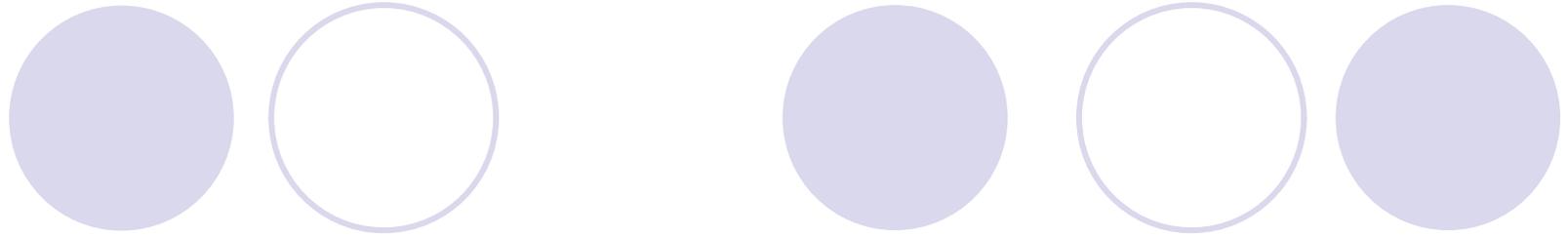


If we wanted to start advertising the function on July 1st, how soon should I submit my application?

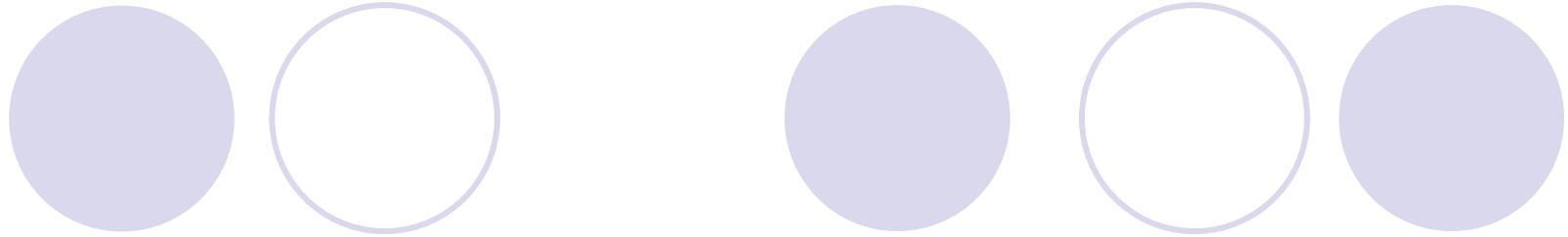


If we wanted to start advertising the function on July 1st, how soon should I submit my application?

**At least 45 business days prior to the time you want to start advertising.**

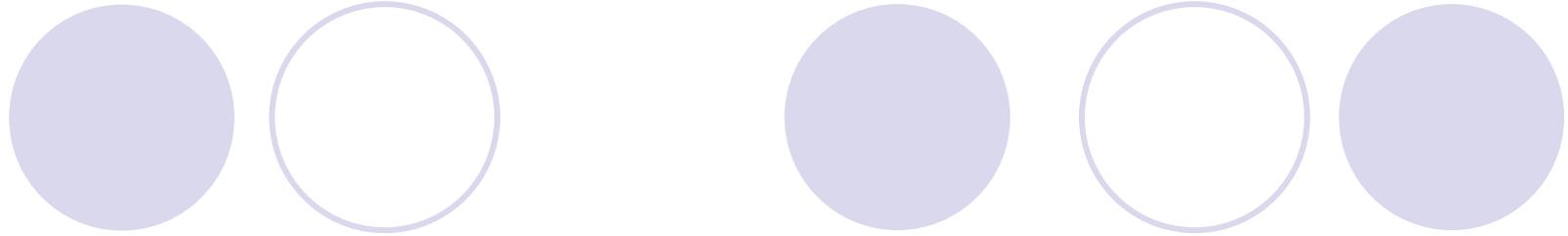


What financial report will I need to complete at the conclusion of this event?



What financial report will I need to complete at the conclusion of this event?

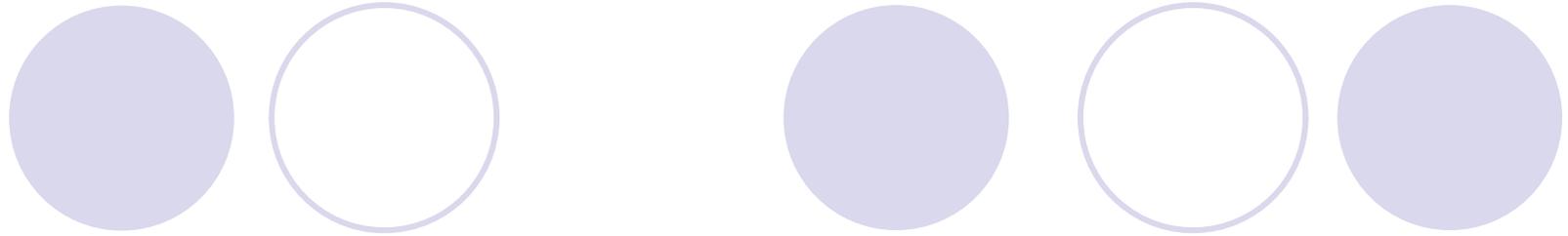
**A CG-9 Single Event Financial Report.**



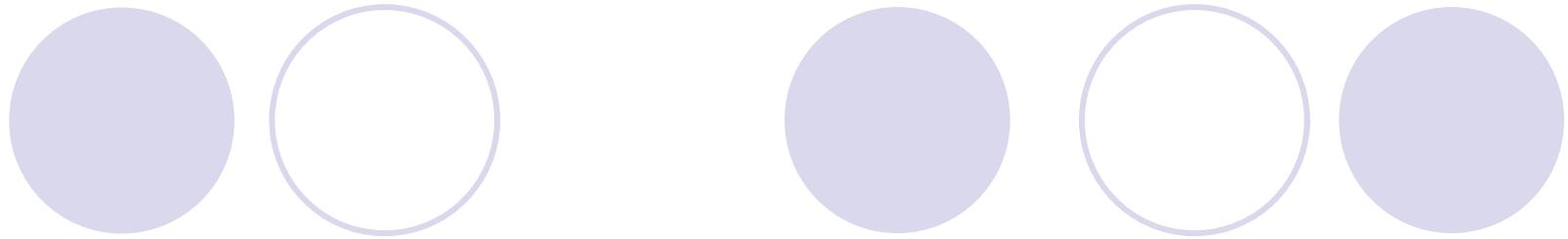
Is there a fee?

**To make a change to a license, a \$25.00 processing fee will be charged. Adding operators, changing the date/day and/or time frames or changing the location of the event require a change to the license.**

**If your organization is adding workers only, the fee will not be due.**

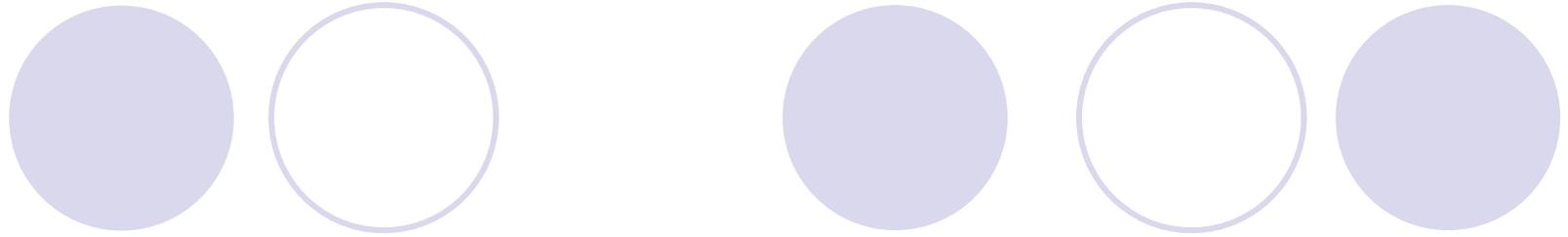


My organization has several committees. We have a bingo committee, a festival committee and a raffle committee. Is it ok to have 3 bank accounts?

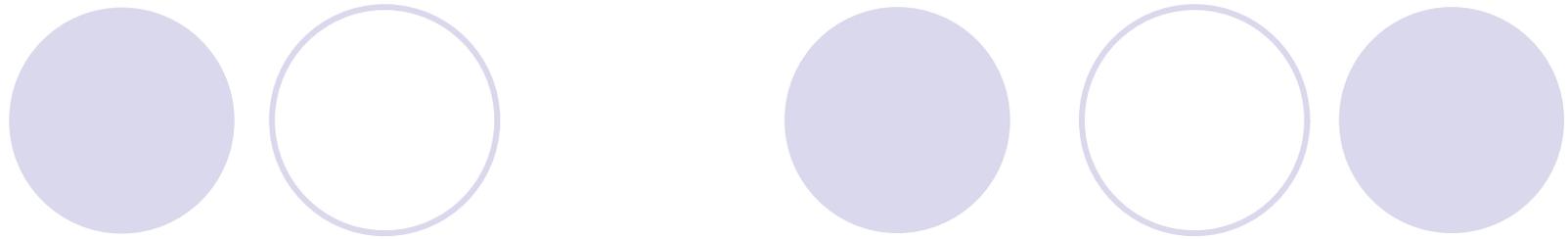


My organization has several committees. We have a bingo committee, a festival committee and a raffle committee. Is it ok to have 3 bank accounts?

**No. Each qualified organization may only have 1 separate and segregated charity gaming checking account.**

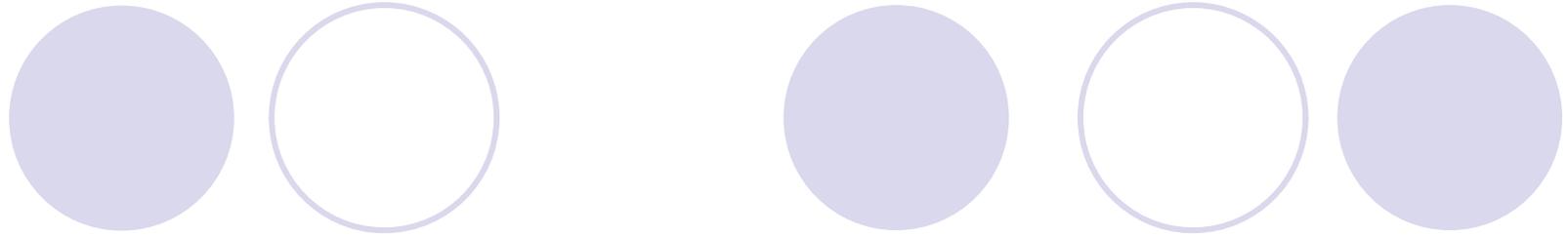


When each committee  
applies for a license, who has  
to sign the applications?



When each committee applies for a license, who has to sign the applications?

**The Presiding Officer and Secretary of the organization will need to sign each application. We verify signatures of these individuals by using the information you provide on the CG-CO, Current Officer Form.**

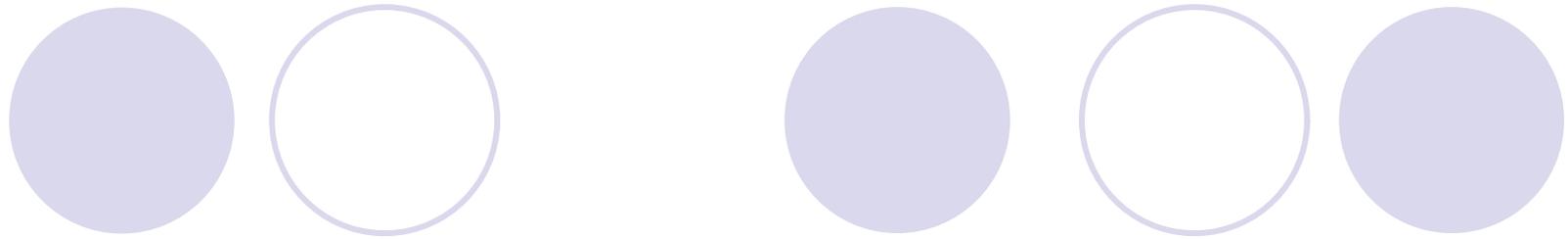


Name the information  
required on an application for  
an operator and worker:

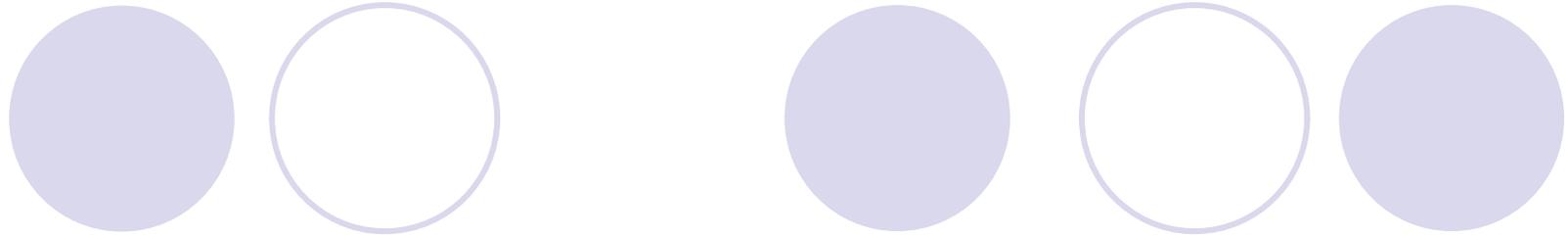


Name the information required on an application for an operator and worker:

- **Full legal name**
- **Home address**
- **Driver's license or State ID number**
- **Date of birth**
- **Daytime telephone number**
- **Date joined organization**
- **And an indication of whether the individual is a member, employee or bartender**



My organization has about 25 members and we meet at a local restaurant to conduct our monthly meetings. During these meetings, we want to conduct a 50/50. The most we've ever taken in is \$40 and that prize amount was \$20. Do we need a license?



My organization has about 25 members and we meet at a local restaurant to conduct our monthly meetings. During these meetings, we want to conduct a 50/50. The most we've ever taken in is \$40 and that prize amount was \$20. Do we need a license?

**Probably not. We may determine that the events may be registered as non licensed exempt events.**



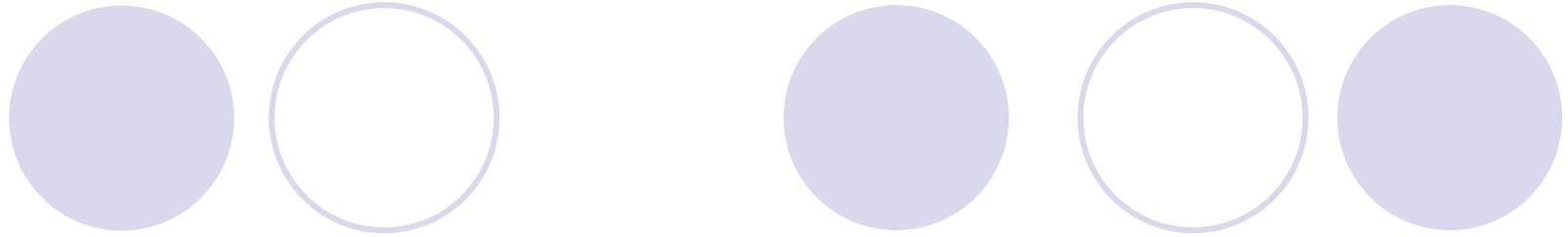
Can we use our charity gaming proceeds to:

- pay the light bill?
- pay to have the roof repaired?
- buy new bar stools?
- make a donation to another non profit in town?
- pay my hotel bill so I could attend this charity gaming seminar?
- buy a computer and pay the internet bill?
- pay the insurance premium portion of my employees?

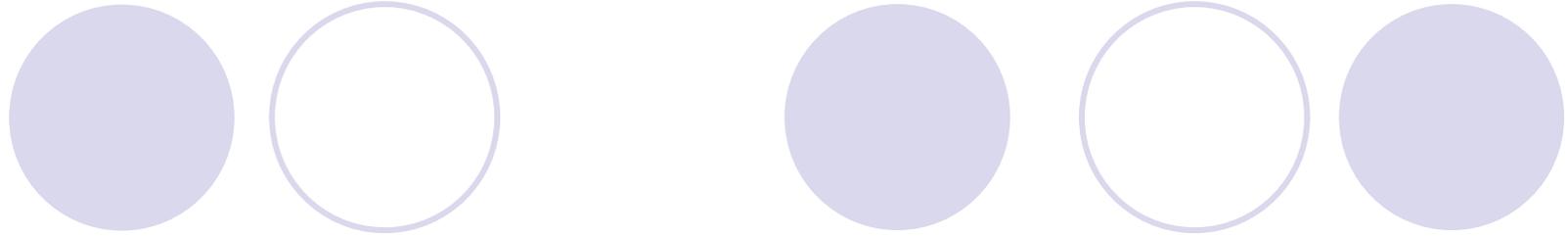


Can we use our charity gaming proceeds to:

- pay the light bill? – yes
- pay to have the roof repaired? – yes
- buy new bar stools? - no
- make a donation to another non profit in town? – yes
- pay my hotel bill so I could attend this charity gaming seminar? – yes
- buy a computer and pay the internet bill? – yes
- pay the insurance premium portion of my employees? - no

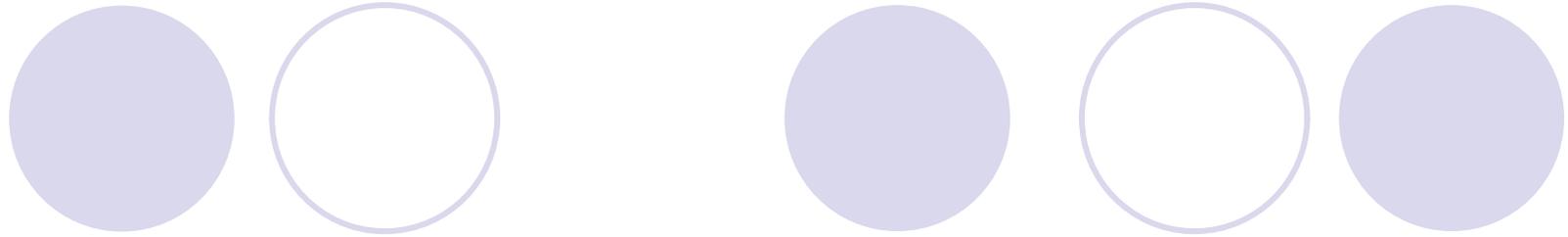


We've received an ESR-PPT with our new Annual PPT License. We have a program in our computer where we already enter most of this information. Do we have to complete this form too?



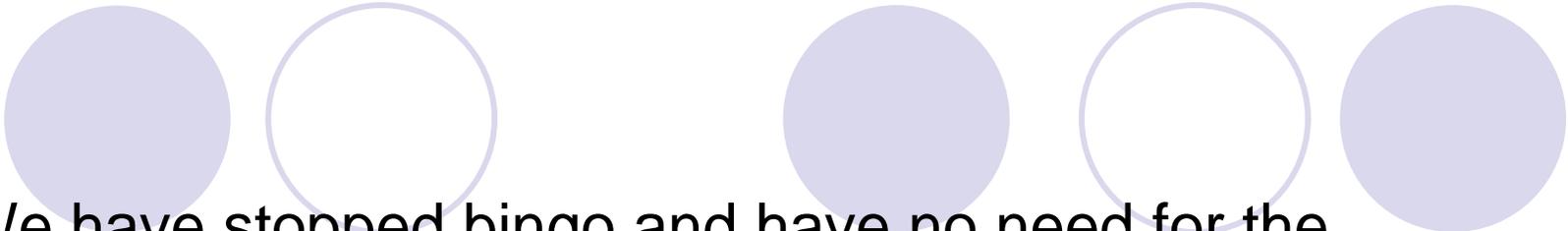
We've received an ESR-PPT with our new Annual PPT License. We have a program in our computer where we already enter most of this information. Do we have to complete this form too?

**As long as your program contains all the information requested on the ESR form, you may use your program, print the results and attach them to the ESR form.**



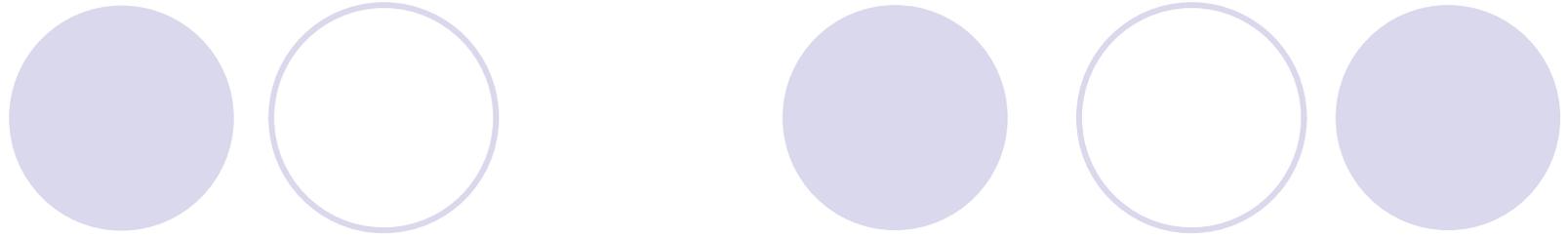
We have stopped bingo and have no need for the bingo equipment.

Believe it or not, we have the original bill of sale from the distributor dated July 18th 2005 for the bingo blower and we grandfathered the bingo display board. Can we donate this equipment to this other organization that has a bingo license?

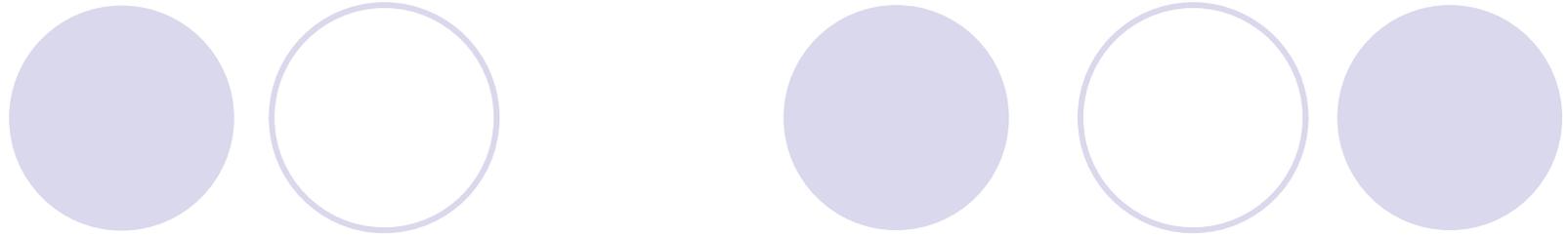


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**Yes. As long as the equipment can be verified as either being purchased from a licensed distributor or was properly grandfathered, the equipment may be donated. It can never be rented or sold.**

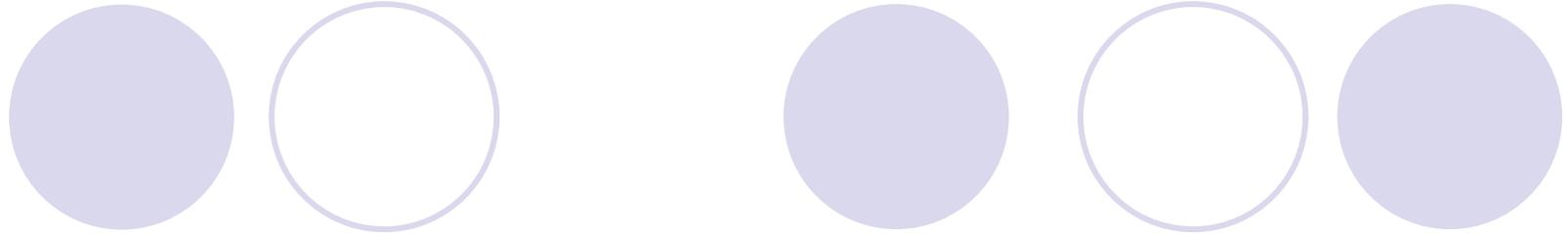


Can we donate the bingo  
paper that we have left over?

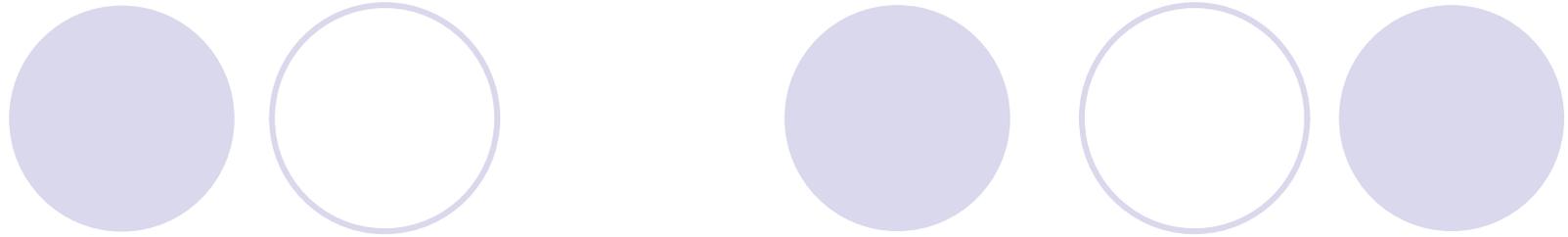


Can we donate the bingo paper that we have left over?

**No. The law only allows “reusable” supplies to be donated.**

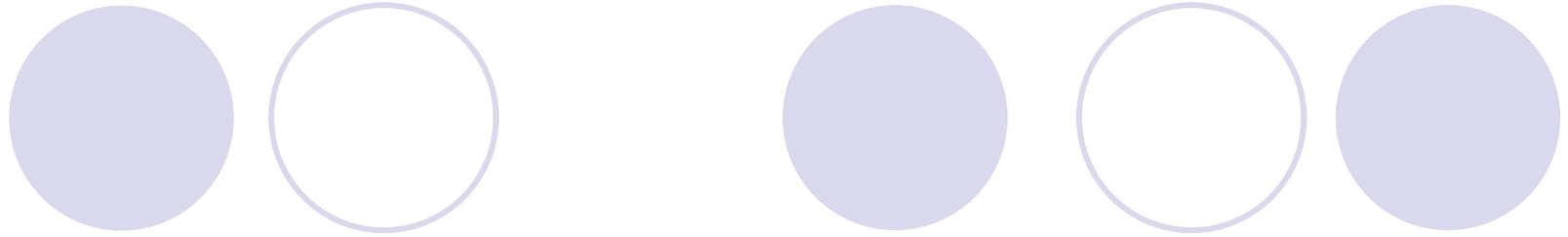


The air conditioner went out and we just got the bill from the Sam's Heating and Air. The bill is \$12,000 and we only have \$10,000 in the building fund. Can we transfer \$2,000 out of our charity gaming account to the building fund account to pay this bill?

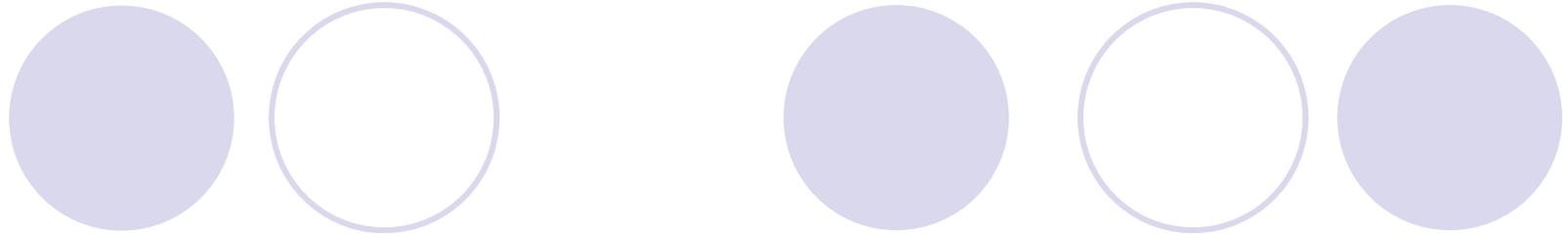


The air conditioner went out and we just got the bill from the Sam's Heating and Air. The bill is \$12,000 and we only have \$10,000 in the building fund. Can we transfer \$2,000 out of our charity gaming account to the building fund account to pay this bill?

**No. You may not transfer money out of the charity gaming account. However, you may write a check out of the charity gaming account to Sam's to cover the difference.**

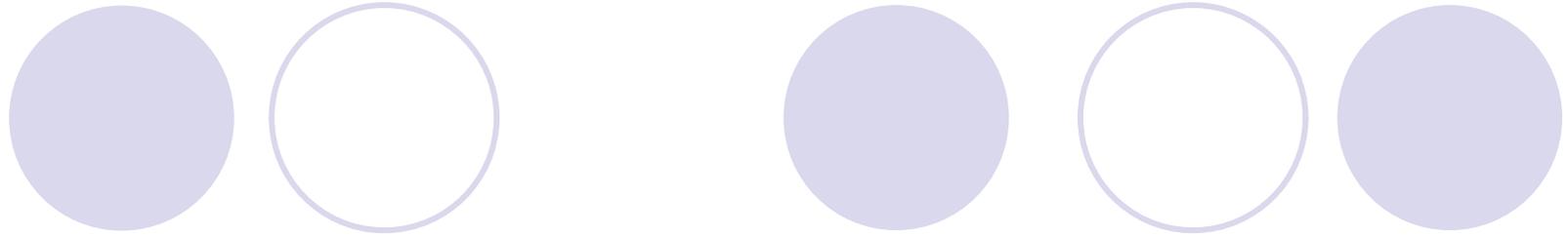


Do we have to purchase a new raffle drum from a licensed distributor?

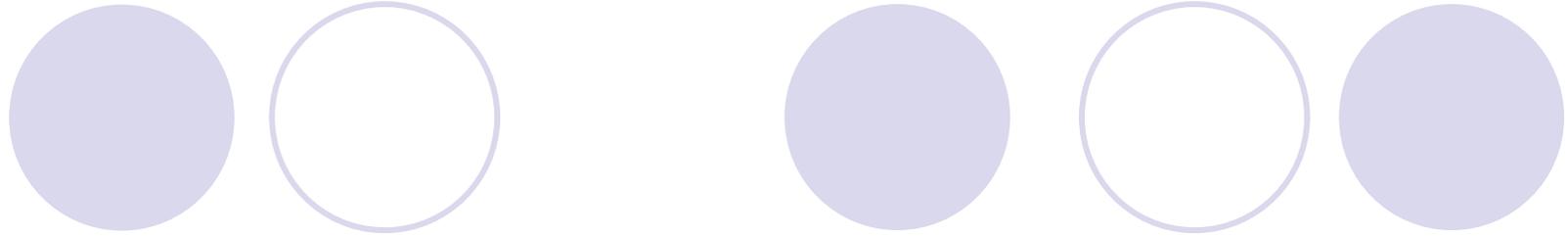


Do we have to purchase a new raffle drum from a licensed distributor?

**No. Raffle drums are not considered a licensed supply that is required to be obtained from a licensed distributor.**



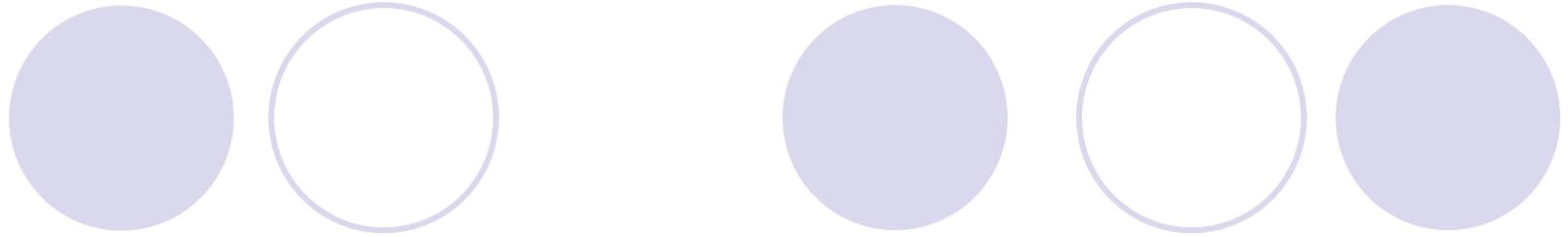
Do we have to purchase our raffle tickets from a licensed distributor?



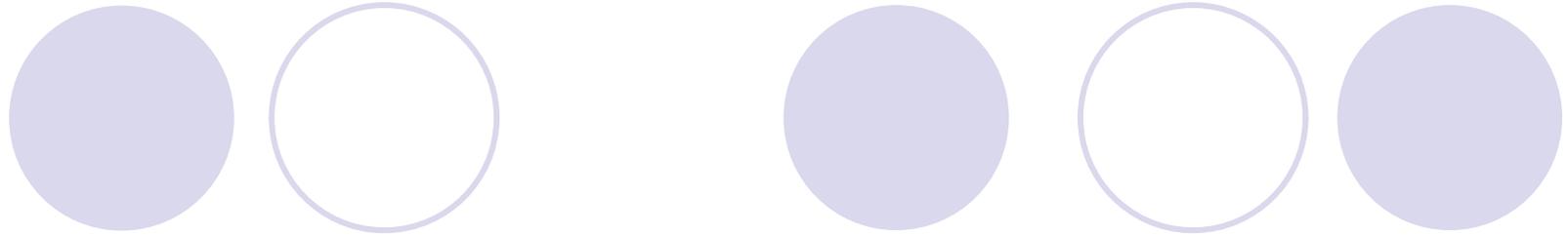
Do we have to purchase our raffle tickets from a licensed distributor?

**Raffle tickets are not required to be purchased from a licensed distributor.**

**HOWEVER, remember, if your organization is using VTA's (volunteer ticket agents) to help sell event tickets, then YES, the raffle tickets will be required to be obtained from a distributor.**

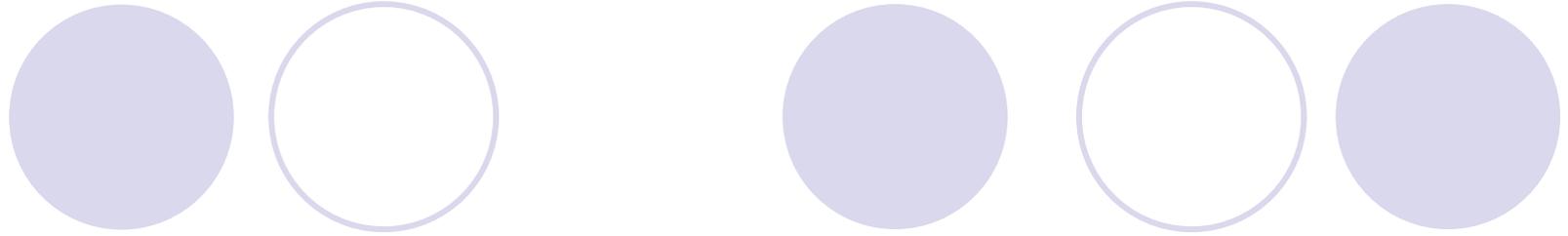


How many operators can we have on our license?

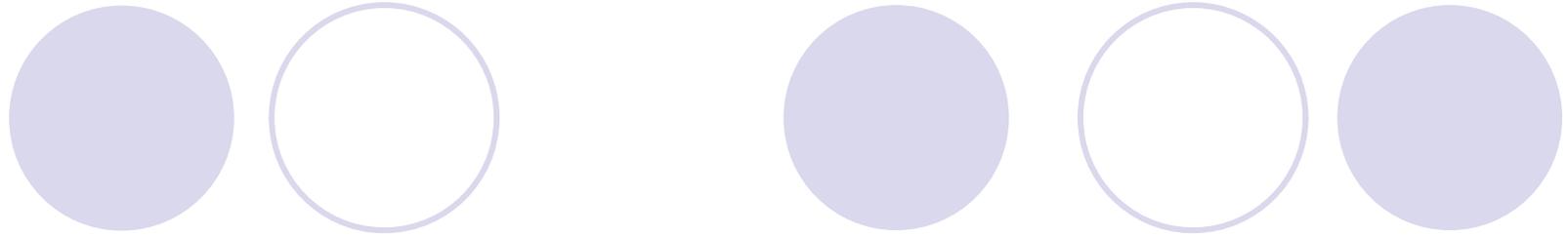


How many operators can we have on our license?

**You can have as many operators as you need to conduct your charity gaming event.**

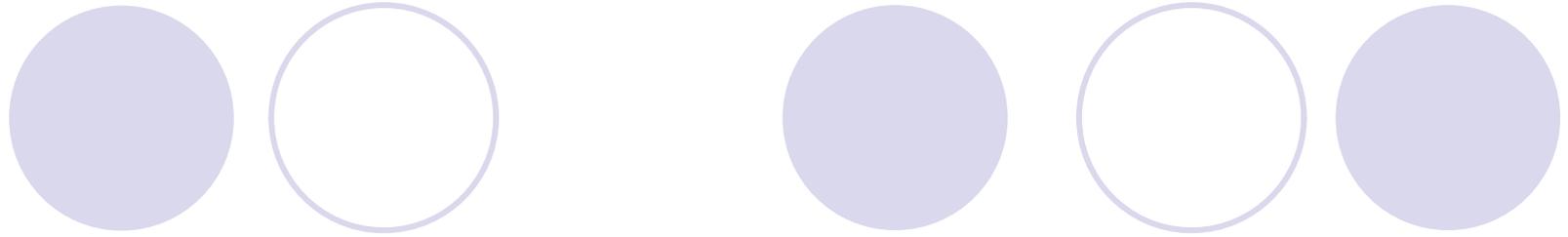


How many days a week may a qualified organization conduct a charity gaming activity?

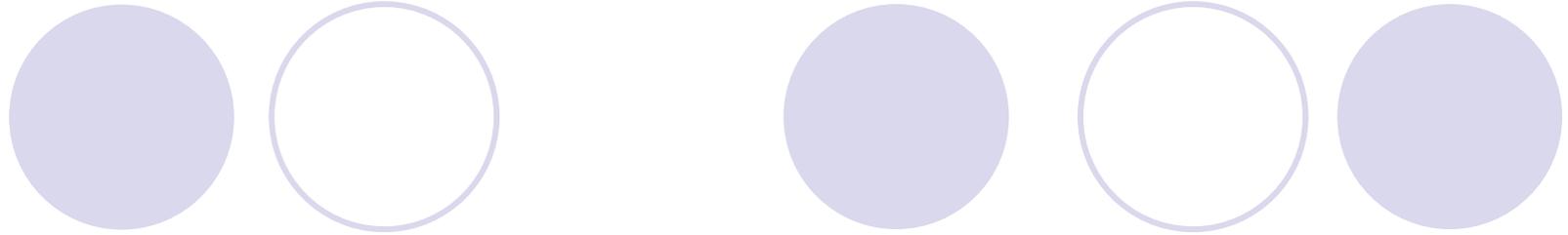


How many days a week may a qualified organization conduct a charity gaming activity?

**Three (3).**



Name the card games where  
the deal can be passed  
around the table:



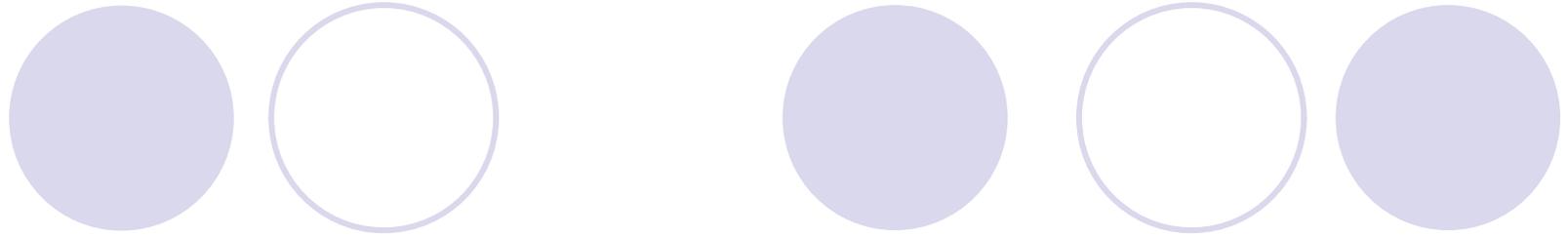
Name the card games where the deal can be passed around the table:

**Qualified Card Games:**

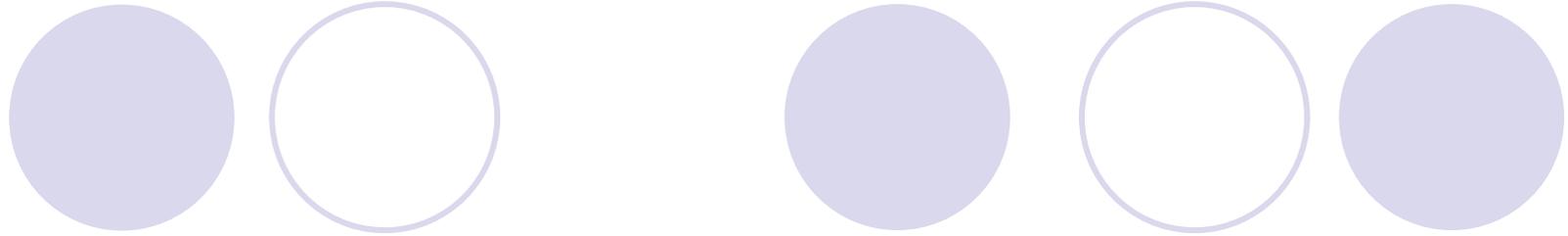
**Euchre,**

**Texas Holdem,**

**Omaha Poker**

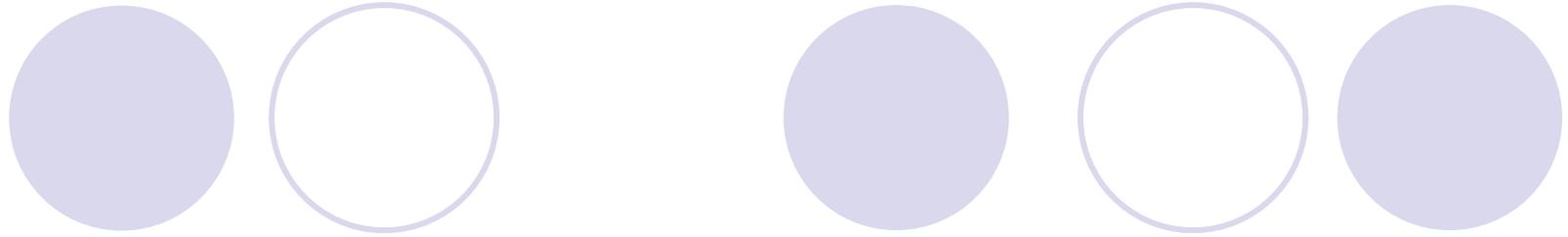


Can we allow children to be  
in an area where bingo is  
being played?

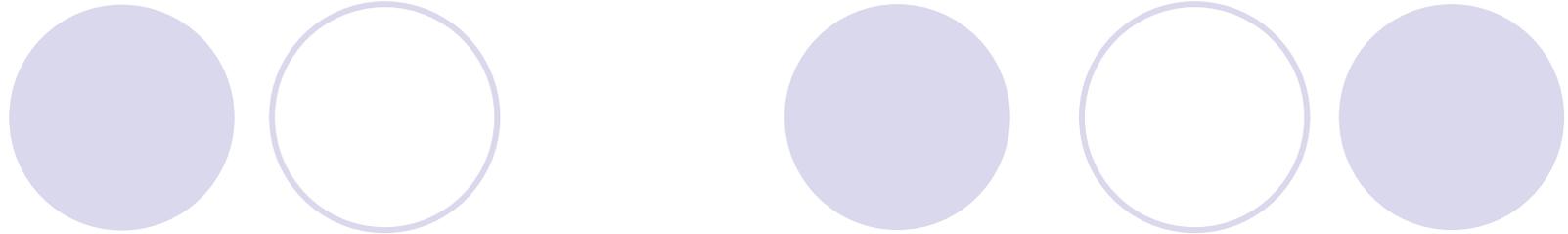


Can we allow children to be in an area where bingo is being played?

**To allow children in an area where bingo is being played is up to each organization. If your organization chooses to allow children in the bingo area, they must not be allowed to handle any of the gaming supplies. They should not be using a dauber to color with and should not be playing with non winning pull tabs.**

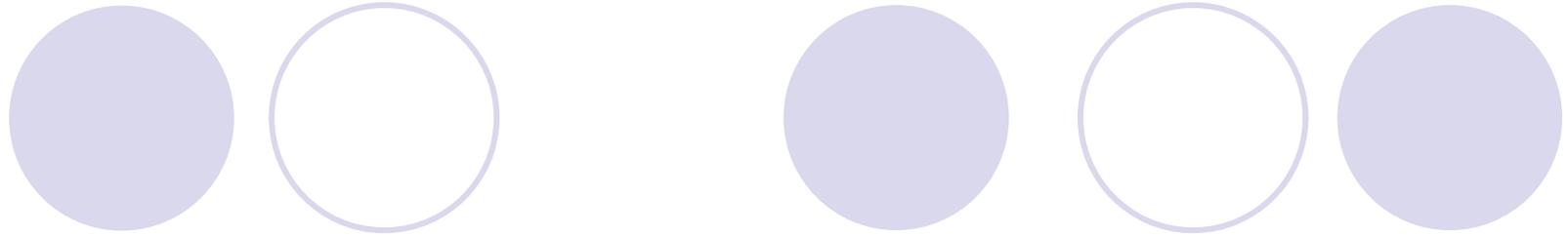


The CG-9 form I received with my single event raffle license no longer has a line for me to report my concession income. Where do I put that figure now?



The CG-9 form I received with my single event raffle license no longer has a line for me to report my concession income. Where do I put that figure now?

**Effective July 1, 2011, concession income, as well as any other non gaming income, is not reportable to charity gaming. Therefore, the CG-9 form does not require you to report income from these sources. And, income from these sources should not be deposited into your separate and segregated charity gaming account.**

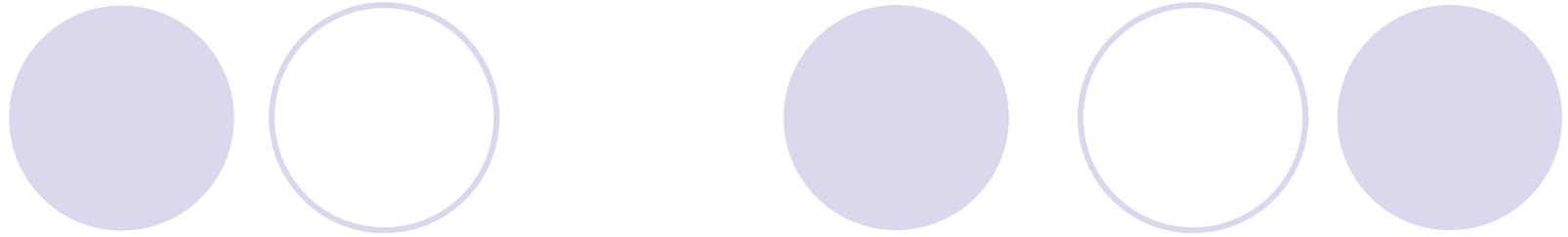


We want to increase our bingo payout for our bingo event from \$6,000 to \$10,000, what form must I use to get this increase?

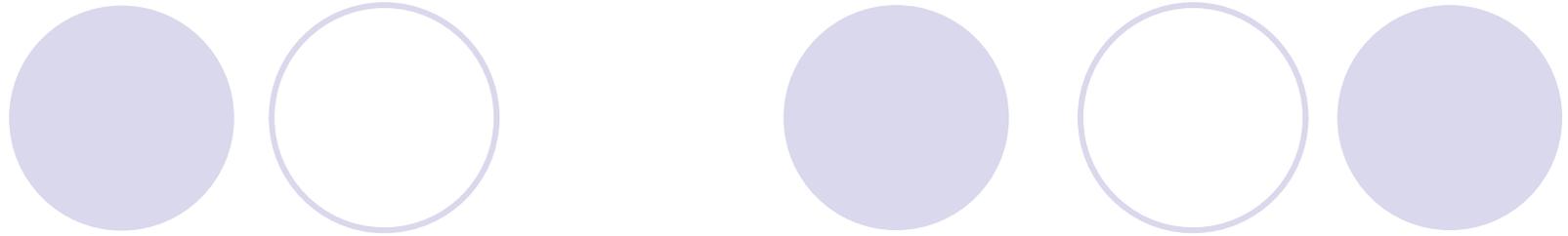


We want to increase our bingo payout for our bingo event from \$6,000 to \$10,000, what form must I use to get this increase?

**Form CG-SP. Or, if you know at the time you are applying for your license, there is an area for you to request the increase on the application.**

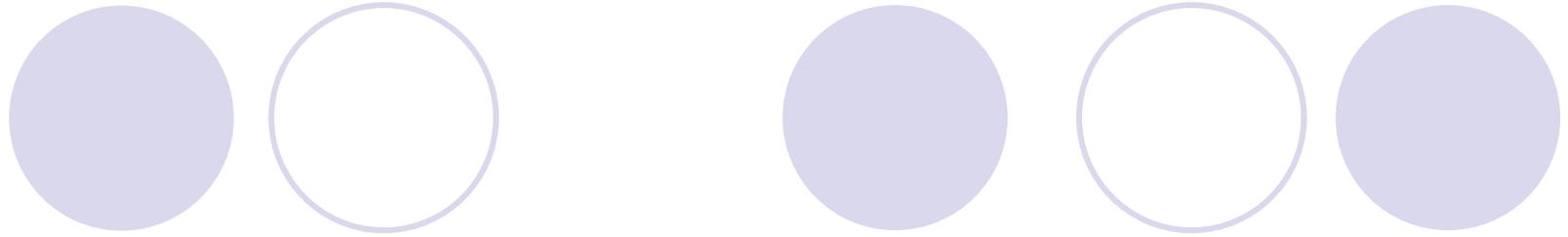


Is there a form to increase a single bingo game prize from \$1,000 to \$1,500?

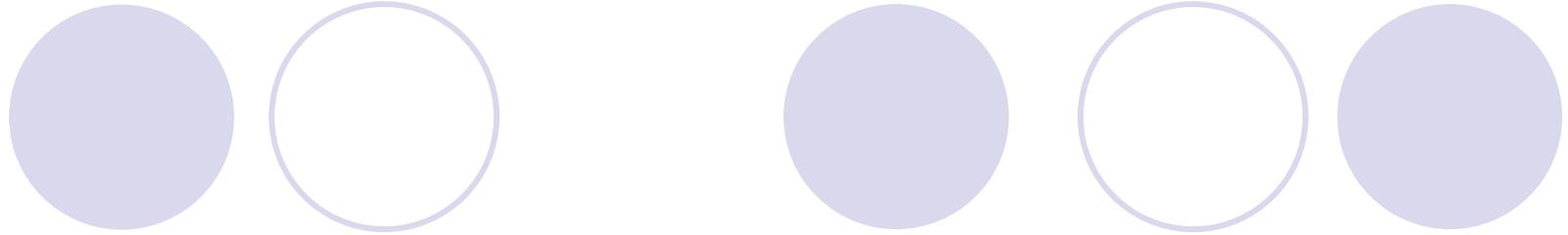


Is there a form to increase a single bingo game prize from \$1,000 to \$1,500?

**No. The maximum amount for a single bingo game may never exceed \$1,000.**

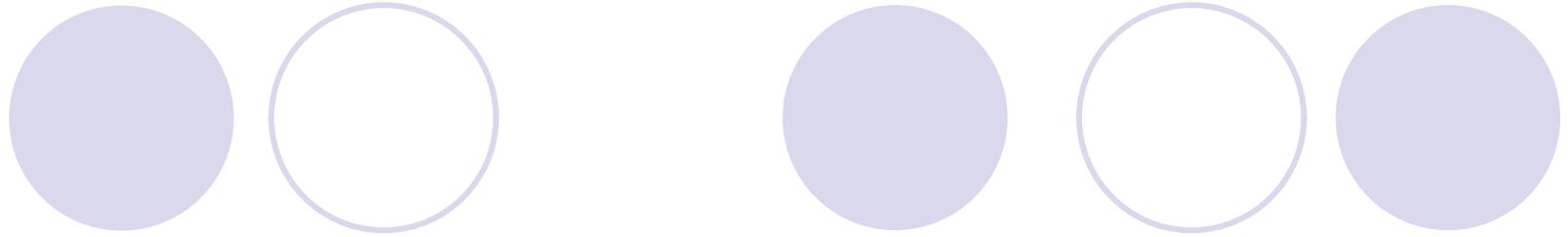


What are the 3 elements of gambling?

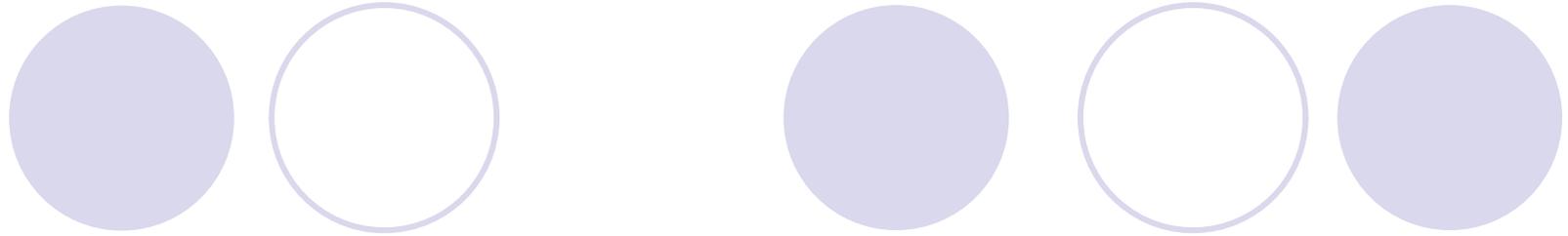


What are the 3 elements of gambling?

- **Risk money (property)**
- **For gain (to win a prize)**
- **Contingent upon chance**

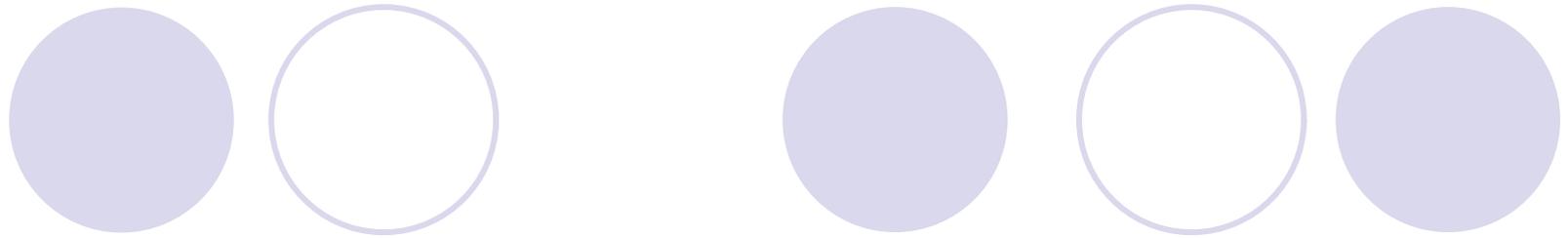


Can we allow someone to  
purchase a raffle ticket with a  
credit card?

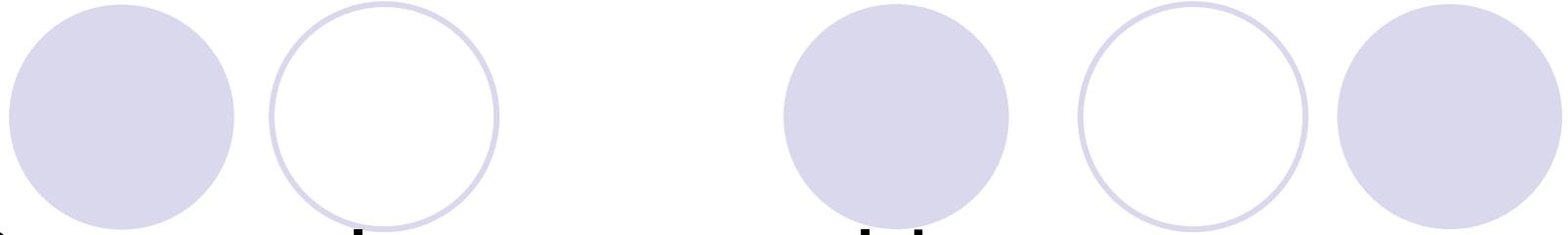


Can we allow someone to purchase a raffle ticket with a credit card?

**No. Credit cards may never be used to purchase a raffle ticket. Credit cards are not an acceptable form of payment from any patron for any type of gaming activity.**

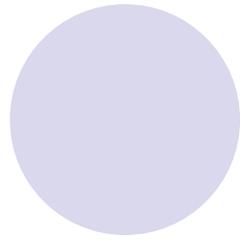
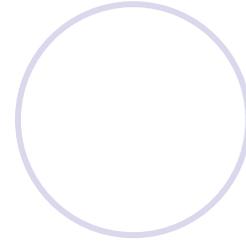
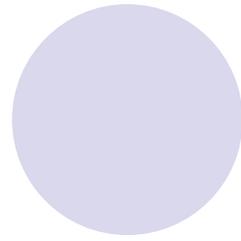
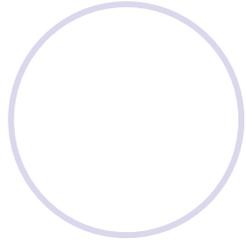
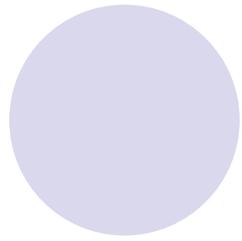


Can my eleven year old  
daughter watch my bingo  
card while I run to the  
restroom?



Can my eleven year old daughter watch my bingo card while I run to the restroom?

**No. Remember, a child should never be handling any gaming supplies.**



THANK YOU!