

## Chapter 230-11 WAC RAFFLES

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### WAC

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CONDUCTING A RAFFLE

**WAC 230-11-001 Defining "licensees," "licensee," "organizations," and "organization."** (1) In this chapter, "licensee" and "licensees" means those charitable or nonprofit organizations which we require to be licensed to conduct raffles.

(2) "Organization" and "organizations" means all bona fide charitable or nonprofit organizations conducting unlicensed raffles authorized by chapter 9.46 RCW, including those authorized by RCW 9.46.0209, 9.46.0315 and 9.46.0321.

[Statutory Authority: RCW 9.46.070. WSR 07-21-116 (Order 617), § 230-11-001, filed 10/22/07, effective 1/1/08; WSR 06-20-040 (Order 602), § 230-11-001, filed 9/26/06, effective 1/1/08.]

**WAC 230-11-002 The definition of raffle as used in this chapter.** "Raffle" as used in this chapter means raffle as defined in RCW 9.46.0277 and enhanced raffle as defined in RCW 9.46.0323.

[Statutory Authority: RCW 9.46.070. WSR 21-21-079, § 230-11-002, filed 10/18/21, effective 11/18/21. Statutory Authority: RCW 9.46.070 and 9.46.0209. WSR 13-19-056 (Order 692), § 230-11-002, filed 9/16/13, effective 10/17/13.]

**WAC 230-11-005 Display the raffle license.** Licensees conducting a raffle must prominently display the raffle license or a copy of the license at the site and time of the drawing.

[Statutory Authority: RCW 9.46.070. WSR 06-20-040 (Order 602), § 230-11-005, filed 9/26/06, effective 1/1/08.]

**WAC 230-11-006 Requiring raffle ticket purchase for membership prohibited.** Organizations must not require a person to buy a raffle ticket or pay to participate in any gambling activities in order to become a member of the organization.

[Statutory Authority: RCW 9.46.070. WSR 06-20-040 (Order 602), § 230-11-006, filed 9/26/06, effective 1/1/08.]

**WAC 230-11-010 Number tickets consecutively.** All raffle tickets must:

- (1) Be consecutively numbered; or
- (2) Be printed with numbers which do not repeat within the population of all tickets sold for a particular raffle. All aspects of the

raffle must take place during the same event at the same location and you must maintain a raffle ticket distribution log in the format we require; or

(3) Be printed with letters or symbols which do not repeat within the population of all tickets sold for a particular raffle.

[Statutory Authority: RCW 9.46.070, 9.46.0277. WSR 13-03-062 (Order 682), § 230-11-010, filed 1/11/13, effective 2/11/13. Statutory Authority: RCW 9.46.070. WSR 06-20-040 (Order 602), § 230-11-010, filed 9/26/06, effective 1/1/08.]

**WAC 230-11-012 Licensees may conduct a joint raffle.** Except for enhanced raffles, raffle licensees may jointly conduct a raffle if:

(1) Licensees maintain in writing the method by which the income, expenditures for prizes, and all other expenses, received and expended in connection with the raffle will be divided among them; and

(2) One licensee sets up a separate bank account into which all of the proceeds from the raffle are deposited and from which all of the expenses in connection with the raffle, including but not limited to, all payments for prizes, are made; and

(3) Participating licensees keep records which clearly disclose the amount of money received or each licensee expends in connection with the raffle and the purpose(s) for which the money was spent; and

(4) Licensees count all gross receipts that each participating licensee received toward their gross receipts limit.

[Statutory Authority: RCW 9.46.070 and 9.46.0209. WSR 13-19-056 (Order 692), § 230-11-012, filed 9/16/13, effective 10/17/13. Statutory Authority: RCW 9.46.070. WSR 06-20-040 (Order 602), § 230-11-012, filed 9/26/06, effective 1/1/08.]

**WAC 230-11-013 Conducting a raffle by a credit union.** The following requirements apply when a credit union organized and operating under state or federal law conducts a raffle:

(1) All revenue received from raffles, less prizes and expenses, must be devoted to purposes authorized in RCW 9.46.0209(1); and

(2) Tickets for such raffles can be sold only to, and winners are determined only from among, the regular members of the credit union; and

(3) All recordkeeping requirements outlined in this chapter must be met; and

(4) A license must be obtained if gross revenues from all such raffles held by the credit union during a calendar year exceed five thousand dollars.

[Statutory Authority: RCW 9.46.070. WSR 19-23-071, § 230-11-013, filed 11/18/19, effective 12/19/19.]

## SELLING TICKETS

**WAC 230-11-014 Maximum raffle ticket price.** (1) Raffle tickets must not be sold for more than one hundred dollars each; and

(2) Enhanced raffle tickets must not be sold for more than two hundred fifty dollars each.

[Statutory Authority: RCW 9.46.070 and 9.46.0209. WSR 13-19-056 (Order 692), § 230-11-014, filed 9/16/13, effective 10/17/13. Statutory Authority: RCW 9.46.070. WSR 09-19-052 (Order 663), § 230-11-014, filed 9/11/09, effective 10/12/09; WSR 06-20-040 (Order 602), § 230-11-014, filed 9/26/06, effective 1/1/08.]

**WAC 230-11-015 Provide rules to participants.** At the time of purchase, organizations must inform all participants by either printing on the participant's portion of the ticket or otherwise providing to each participant, in writing, the following:

- (1) All rules by which prizes may be won in the raffle; and
- (2) The cost of each ticket; and
- (3) All prizes available, whether cash or merchandise; and
- (4) Date, time, and location of drawing; and
- (5) Whether a participant is required to be present at the raffle drawing in order to be eligible to win a prize; and
- (6) Name of the organization conducting the raffle.

[Statutory Authority: RCW 9.46.070. WSR 06-20-040 (Order 602), § 230-11-015, filed 9/26/06, effective 1/1/08.]

**WAC 230-11-020 Record information on ticket stub.** If an organization sells raffle tickets to the general public or conducts raffles that do not require the winner to be present at the drawing, the organization must include a stub or other detachable section bearing a number, letter, or symbol matching the number, letter, or symbol on the ticket or object representing the participant's ticket. The organization's portion must include the participant's name, complete address, telephone number, and other information necessary to notify the winner. Licensees operating an enhanced raffle may provide a receipt that includes ticket confirmation numbers in lieu of a ticket stub.

[Statutory Authority: RCW 9.46.070 and 9.46.0209. WSR 13-19-056 (Order 692), § 230-11-020, filed 9/16/13, effective 10/17/13. Statutory Authority: RCW 9.46.070. WSR 07-21-116 (Order 617), § 230-11-020, filed 10/22/07, effective 1/1/08; WSR 06-20-040 (Order 602), § 230-11-020, filed 9/26/06, effective 1/1/08.]

**WAC 230-11-025 Bundling and selling tickets at a discount.** (1) Licensees may put tickets together in a bundle and sell them at a discount level if they:

- (a) Create the discount levels before selling any raffle tickets; and
  - (b) Do not change the discount levels during the raffle; and
  - (c) Make single nondiscounted tickets available to all participants; and
  - (d) Use up to three discount levels for each raffle; and
- (2) Booklets of bundled discounted tickets must contain the number of tickets named in the discount levels; and
- (3) Licensees must not remove tickets from a booklet to sell them individually; and

- (4) Each booklet of bundled tickets must have the following information printed on the cover:
- (a) A description of the discount levels; and
  - (b) The number of tickets in the booklet; and
  - (c) The total cost of the booklet; and
  - (d) A consecutive number; and
- (5) Licensees must establish controls and accounting procedures necessary to determine gross gambling receipts from ticket sales.

[Statutory Authority: RCW 9.46.070. WSR 21-05-062, § 230-11-025, filed 2/16/21, effective 3/19/21; WSR 06-20-040 (Order 602), § 230-11-025, filed 9/26/06, effective 1/1/08.]

**WAC 230-11-030 Restrictions on ticket sales.** (1) Only the following people, who are at least eighteen years old, may sell raffle tickets:

- (a) Members of the organization, except as explained in subsection (2) of this section; and
  - (b) Volunteers under the supervision of a member; and
  - (c) Licensed enhanced raffle call center representatives.
- (2) Organizations may allow members under the age of eighteen to sell tickets when the organization has:
- (a) Development of youth as a primary purpose; and
  - (b) At least three members or advisors who are at least eighteen years old and who supervise the operation of the raffle; and
  - (c) An adult member or advisor designated as the manager of the raffle.
- (3) Organizations must sell tickets for a particular raffle for the same price unless offering an authorized discount plan; and
- (4) Organizations must not:
- (a) Sell raffle tickets via the internet; or
  - (b) Require anyone to purchase more than one raffle ticket; or
  - (c) Give away raffle tickets; or
  - (d) Give an opportunity to participate in a raffle drawing to a person who has not purchased a ticket.

[Statutory Authority: RCW 9.46.070 and 9.46.0209. WSR 13-19-056 (Order 692), § 230-11-030, filed 9/16/13, effective 10/17/13. Statutory Authority: RCW 9.46.070. WSR 09-09-065 (Order 643), § 230-11-030, filed 4/13/09, effective 7/1/09; WSR 06-20-040 (Order 602), § 230-11-030, filed 9/26/06, effective 1/1/08.]

**WAC 230-11-035 Incentives for selling tickets.** (1) Organizations must not pay members or volunteers for selling tickets or managing or operating a raffle, unless the person is a full-time or part-time employee of the organization with duties other than selling tickets or managing or operating raffles.

- (2) Licensees may provide members or volunteers with noncash incentives for selling tickets if the licensee:
- (a) Bases the incentives on the number of tickets sold; and
  - (b) Gives incentives that do not exceed five percent of the gross gambling receipts of the raffle; and
  - (c) Maintains a record of the name, address, and telephone number of all persons receiving incentives.

[Statutory Authority: RCW 9.46.070. WSR 06-20-040 (Order 602), § 230-11-035, filed 9/26/06, effective 1/1/08.]

## DRAWING TICKETS

### **WAC 230-11-040 Place ticket stubs in receptacle for drawing.**

Each person who sells a raffle ticket must give the organization all tickets, ticket stubs or other detachable sections of all tickets sold. The organization must place each ticket, ticket stub or other detachable section of each ticket sold into a receptacle from which the organization will draw the winning tickets unless they use one of the authorized alternative drawing formats.

[Statutory Authority: RCW 9.46.070 and 9.46.0209. WSR 13-19-056 (Order 692), § 230-11-040, filed 9/16/13, effective 10/17/13. Statutory Authority: RCW 9.46.070. WSR 06-20-040 (Order 602), § 230-11-040, filed 9/26/06, effective 1/1/08.]

**WAC 230-11-045 Draw winning tickets randomly.** A "drawing" means a random selection process for determining winners in a raffle. To be random, each ticket in the drawing must have an equal and fair chance of being drawn as a winner. Organizations must design the ticket drawing receptacle so that each ticket has an equal opportunity to be drawn.

[Statutory Authority: RCW 9.46.070. WSR 06-20-040 (Order 602), § 230-11-045, filed 9/26/06, effective 1/1/08.]

**WAC 230-11-050 Using alternative drawing formats.** Except for enhanced raffles, licensees may use alternative drawing formats that randomly determine winners if licensees:

- (1) Fully disclose to each player the random selection process used in the alternative drawing format before selling tickets; and
- (2) Maintain a copy of the disclosure with the permanent raffle records; and
- (3) Use controls and accounting procedures that:
  - (a) Provide the ability to audit gross gambling receipts from ticket sales; and
  - (b) Have sufficient controls to prevent manipulation of the random selection process; and
  - (c) Document the random selection process.

[Statutory Authority: RCW 9.46.070 and 9.46.0209. WSR 13-19-056 (Order 692), § 230-11-050, filed 9/16/13, effective 10/17/13. Statutory Authority: RCW 9.46.070. WSR 06-20-040 (Order 602), § 230-11-050, filed 9/26/06, effective 1/1/08.]

**WAC 230-11-055 Authorized alternative drawing formats.** Except for enhanced raffles, licensees may use the following types of alternative drawing formats or similar random selection processes:

(1) Mock races. The licensee sells participants consecutively numbered tickets that identify a specific corresponding numbered mock animal(s), ball(s), or other similar object(s) that can use natural elements to move the objects (water, gravity, wind) in a race. All objects must be identical in weight, size, and shape, to have an equal opportunity to win. The licensee must release all objects simultaneously at a start line. The first numbered object to cross the finish line wins.

(2) Poker runs. The licensee sells participants consecutively numbered tickets or poker tally sheets to participants. Participants travel a predetermined course with predetermined drawing stations (typically five drawing stations). At each drawing station, participants draw one playing card for each ticket purchased. Station attendants must verify the card drawn and record the card value on the poker ticket tally sheet. After all participants have completed the course, the participant with the best recorded poker hand wins.

(3) Ball drops. The licensee sells participants consecutively numbered tickets that identify a specific corresponding numbered ball. All balls must be equal in size, weight, and shape, to have an equal opportunity to win. The licensee suspends all purchased numbered balls in the air and simultaneously releases them over a target zone. The ball, closest or first, to hit the predetermined target wins.

(4) Animal plops. The licensee sells participants consecutively numbered tickets that identify a specific corresponding square on a numbered grid. The licensee releases the animal into the grid area until the animal has completed its plop. The numbered square containing the plop wins.

(5) Multiple stage drawings. The licensee sells participants consecutively numbered tickets. The licensee uses multiple drawing phases to eliminate participants until the licensee declares the remaining ticket holder(s) the winner(s). The licensee may use second element of chance plans as long as the plans meet the criteria set out in WAC 230-11-060.

(6) Bucket raffles. The licensee sells participants consecutively numbered tickets. Participants place their tickets into any number of separate buckets or other receptacles for separate prizes. We consider the multiple drawings one single raffle. If licensees use different tickets for each receptacle, we consider each drawing an individual raffle.

(7) Calendar raffles. The licensee sells participants consecutively numbered calendars with removable stubs. The licensee places all sold calendar stubs into the drawing receptacle. On predetermined dates identified on the calendar, the licensee conducts drawings. The licensee places all winning stubs back into the drawing receptacle for future drawings.

(8) Heads/tails raffles. The licensee sells participants consecutively numbered tickets. Every participant who purchased a ticket stands up and places their hands on either their head or their tail. The licensee then flips a coin to determine heads or tails. Participants who selected the losing outcome (heads or tails) must sit down. The process is repeated until there is only one participant standing and they win the prize.

(9) Number raffles. The licensee sells participants consecutively numbered tickets. The participants select a number from a spot or square on a grid or from a list of numbers. The licensee then draws a number(s) that corresponds to the numbers on the grid or list to determine the winner(s).

[Statutory Authority: RCW 9.46.070. WSR 21-05-062, § 230-11-055, filed 2/16/21, effective 3/19/21. Statutory Authority: RCW 9.46.070 and 9.46.0209. WSR 13-19-056 (Order 692), § 230-11-055, filed 9/16/13, effective 10/17/13. Statutory Authority: RCW 9.46.070. WSR 06-20-040 (Order 602), § 230-11-055, filed 9/26/06, effective 1/1/08.]

**WAC 230-11-060 Using a second element of chance in alternative drawing format raffles.** Licensees may use second elements of chance in alternative drawing format raffles to:

(1) Determine the final prize winner. For example: Ten finalists are drawn and each finalist chooses a key. The finalist with the key that starts the vehicle wins; or

(2) Determine which prize is awarded among a group of prizes. For example: Each winner selects one of three keys and each wins the contents of the safe which the key unlocks; or

(3) Increase the prize award. For example: The winning ticket matches a predetermined sequence of numbers and wins an additional prize.

[Statutory Authority: RCW 9.46.070. WSR 06-20-040 (Order 602), § 230-11-060, filed 9/26/06, effective 1/1/08.]

## PRIZES

**WAC 230-11-065 Raffle prizes.** (1) Organizations must own the prizes offered to winners before the date of the drawing. However, if the winner has an option to receive a cash prize instead of the merchandise, the organization may enter into a contract to purchase the merchandise prize after the winner chooses his or her option. The organization must have the funds to make the purchase on account before the date of the drawing.

(2) At the time and date of any raffle drawing, the organization must have on deposit an unencumbered amount of money that is equal to or greater than all cash prizes being offered in the raffle. The organization must have these funds deposited in the gambling receipts account, if required, or in a recognized Washington state depository authorized to receive funds. The organization must not reduce the balance of funds available from this account below the required amount before awarding the prize(s).

(3) Raffle prizes must:

(a) Be available at the time and place of the drawing; and

(b) If cash, be United States currency or an equivalent amount of negotiable instruments; and

(c) For licensees, not exceed \$60,000 per prize or \$400,000 in total raffle prizes in a license year, except as authorized in WAC 230-11-067.

(4) For enhanced raffles, a purchase contract is not necessary for smaller noncash prizes, but the bona fide charitable or nonprofit organization must be able to demonstrate that such a prize is available and sufficient funds are held in reserve in the event that the winner chooses a noncash prize.

[Statutory Authority: RCW 9.46.070. WSR 24-08-022, § 230-11-065, filed 3/25/24, effective 4/25/24. Statutory Authority: RCW 9.46.070 and 9.46.0209. WSR 13-19-056 (Order 692), § 230-11-065, filed 9/16/13, effective 10/17/13. Statutory Authority: RCW 9.46.070 and 9.46.0277. WSR 12-05-067 (Order 677), § 230-11-065, filed 2/15/12, effective 3/17/12. Statutory Authority: RCW 9.46.070. WSR 10-11-086 (Order 668), § 230-11-065, filed 5/17/10, effective 7/1/10; WSR 06-20-040 (Order 602), § 230-11-065, filed 9/26/06, effective 1/1/08.]

**WAC 230-11-067 Requesting commission approval prior to offering raffle prizes exceeding \$60,000 per prize or \$400,000 in a license year.** (1) The commissioners may vote to approve a licensee to exceed raffle prize limits if a licensee shows good cause in writing.

(2) Prior to offering raffle prizes that exceed \$60,000 per prize, the licensee must submit a raffle plan to us that includes at least the following information:

(a) The organization's goals for conducting the raffle; and

(b) A brief overview of the licensee's mission and vision including the type of programs supported by the licensee and clients served; and

(c) Specific details of the raffle rules including:

(i) Date of the drawing; and

(ii) Cost of raffle tickets; and

(iii) Prizes available; and

(iv) Security of prizes; and

(v) Plans for selling raffle tickets; and

(vi) Description of how the licensee protects the integrity of the raffle; and

(d) An explanation of how the proceeds from the raffle will be used; and

(e) A plan to protect the licensee in the event of low ticket sales and other risks. Provided, that if the organization determines that ticket sales are below the number of tickets disclosed in the raffle plan required to award the grand prize, the winner must receive at least 50 percent of the net proceeds in excess of expenses; and

(f) An explanation of how the licensee will purchase the prize(s) for the raffle; and

(g) A projected budget including:

(i) Estimated gross gambling receipts, expenses, and net income for the raffle; and

(ii) Minimum number of projected ticket sales to break even; and

(iii) Corresponding sales and prize levels with projected revenues and expenses for each level; and

(iv) Minimum and maximum prizes available; and

(h) Any other information that we request or any information the licensee wishes to submit.

(3) Prior to offering raffle prizes that exceed \$400,000 in a license year, the licensee must submit a raffle plan that includes:

(a) The organization's goals for conducting raffles; and

(b) A brief overview of the licensee's mission and vision including the type of programs supported by the licensee and clients served; and

(c) Plans for selling raffle tickets; and

(d) Brief overview of prizes awarded; and

(e) Estimated gross gambling receipts, expenses, and net income for the raffles; and

(f) Any other information that we request or any information the licensee wishes to submit.

[Statutory Authority: RCW 9.46.070. WSR 24-08-022, § 230-11-067, filed 3/25/24, effective 4/25/24. Statutory Authority: RCW 9.46.070 and 9.46.0277. WSR 12-05-067 (Order 677), § 230-11-067, filed 2/15/12, effective 3/17/12. Statutory Authority: RCW 9.46.070. WSR 10-11-086 (Order 668), § 230-11-067, filed 5/17/10, effective 7/1/10.]

### **CONDUCTING A MEMBERS-ONLY RAFFLE**

**WAC 230-11-070 Defining "members-only" raffles.** A "members-only raffle" means a raffle where the organization sells tickets only to full and regular members and a limited number of guests and does not include enhanced raffles. Except for members-only progressive raffles, all aspects of the raffle must take place during the same event at the same location. Winners must be determined from among those members and guests that have purchased tickets.

[Statutory Authority: RCW 9.46.070 and 9.46.0277. WSR 14-17-056 (Order 703), § 230-11-070, filed 8/15/14, effective 9/15/14. Statutory Authority: RCW 9.46.070 and 9.46.0209. WSR 13-19-056 (Order 692), § 230-11-070, filed 9/16/13, effective 10/17/13. Statutory Authority: RCW 9.46.070. WSR 06-20-040 (Order 602), § 230-11-070, filed 9/26/06, effective 1/1/08.]

**WAC 230-11-075 Limit number of guests for members-only raffles.** If guests are allowed to participate in the raffle, the total number of guests at the event must not exceed 50 percent of the total attendance. The organization must maintain records to show compliance with this requirement.

[Statutory Authority: RCW 9.46.070. WSR 24-08-022, § 230-11-075, filed 3/25/24, effective 4/25/24; WSR 06-20-040 (Order 602), § 230-11-075, filed 9/26/06, effective 1/1/08.]

**WAC 230-11-080 Post rules of play for members-only raffles.** Organizations must post a sign at each point where they sell tickets to provide participants with all rules of play or print the required disclosures on the raffle ticket.

[Statutory Authority: RCW 9.46.070. WSR 06-20-040 (Order 602), § 230-11-080, filed 9/26/06, effective 1/1/08.]

**WAC 230-11-085 Modified pricing plans for tickets for members-only raffles.** (1) Licensees may use modified ticket pricing plans at members-only raffles when gross revenues do not exceed \$5,005. One type of modified pricing plan is a penny raffle. A penny raffle is a raffle where licensees sell 500 consecutively numbered tickets. Participants randomly choose tickets and pay the consecutive number of

the ticket multiplied by a predetermined cost, for instance, one penny.

(2) In modified pricing plans, licensees may sell tickets to enter a raffle for different values, not to exceed \$10 for a single ticket, if the licensee:

(a) Discloses to the participants the pricing plan before selling them a ticket to participate. The licensee must disclose to the participant the total number of tickets in the population available and the number of tickets at each price level; and

(b) Allows participants to randomly select their ticket from the population of remaining tickets and pay the amount printed on the ticket they select; and

(c) Establishes records for an adequate audit trail to determine gross gambling receipts; and

(d) Holds no more than two such drawings during a meeting or event.

[Statutory Authority: RCW 9.46.070. WSR 24-08-022, § 230-11-085, filed 3/25/24, effective 4/25/24; WSR 07-21-116 (Order 617), § 230-11-085, filed 10/22/07, effective 1/1/08; WSR 06-20-040 (Order 602), § 230-11-085, filed 9/26/06, effective 1/1/08.]

**WAC 230-11-086 Discounted pricing plans for tickets to members-only raffles.** In discounted pricing plans, licensees may sell tickets for a discounted price based on the number of tickets a player purchases if:

(1) The amount of the discount is set before any raffle tickets are sold; and

(2) Participants are allowed to purchase a single ticket; and

(3) There is only one discount plan for each raffle; and

(4) The cost of a single ticket, without a discount, does not exceed \$100; and

(5) The cost of a single ticket is printed on each ticket (for example, one dollar each); and

(6) The discounted tickets are identified by a unique ticket audit numbering system; and

(7) The licensee establishes an audit system that includes internal controls and procedures to determine gross gambling receipts from the sale of tickets using a discounted pricing plan.

[Statutory Authority: RCW 9.46.070. WSR 24-08-022, § 230-11-086, filed 3/25/24, effective 4/25/24; WSR 06-20-040 (Order 602), § 230-11-086, filed 9/26/06, effective 1/1/08.]

**WAC 230-11-087 Other pricing plans for members-only raffles.**

(1) Licensees may sell multiple tickets to enter one or more drawings as a package.

(2) Licensees may include tickets to enter a raffle as a part of a package that includes dues, entertainment, or other fund-raising activities if:

(a) The package discloses the value of each component of the package to the purchaser; and

(b) The value of each individual raffle ticket does not exceed \$100.

(3) Individual tickets must be available for purchase for all raffles.

[Statutory Authority: RCW 9.46.070. WSR 24-08-022, § 230-11-087, filed 3/25/24, effective 4/25/24; WSR 17-23-170, § 230-11-087, filed 11/21/17, effective 12/22/17; WSR 06-20-040 (Order 602), § 230-11-087, filed 9/26/06, effective 1/1/08.]

**WAC 230-11-090 Authorized alternative drawing formats for members-only raffles.** Licensees may use alternative drawing formats set forth in WAC 230-11-055 for members-only raffles as long as the licensee meets all requirements set out in that rule. Licensees also may use the following alternative drawing formats or similar random selection processes for members-only raffles:

*Mock animal races.*

(1) The licensee sells participants consecutively numbered tickets to wager on a specific mock animal in a field of mock animal racers, typically five to ten racers. The mock animals race in individual lanes divided into equal spaces or squares; for example, bingo boards are sometimes used as race lanes. Animals move forward based on the numbers rolled on dice or balls drawn from a set of bingo balls. The first mock animal to cross the finish line is the winner. All winning ticket holders split the prize pool or the licensee may hold a drawing of winning tickets to determine a single winner.

*Video races.*

(2) The licensee sells participants consecutively numbered tickets/race forms to wager on the outcome of an unknown videotaped race, typically horse races. The previously taped races must be obtained from an outside source and participants must have no knowledge of the specific race outcome before conducting the video race drawing. Participants wager on the specific racers, identified by numbers, or a specific race lane. All participants holding a winning race number ticket or winning lane number ticket are the winners. All winning ticket holders split the prize pool or the licensee may hold a drawing of winning tickets to determine a single winner.

*Paddle wheel raffles.*

(3) The licensee sells participants numbered paddles or numbered tickets that correspond to numbered spaces on a balanced, spinning wheel. The licensee spins the wheel at least one full revolution. The ticket that matches the number that the wheel stops on is the winning ticket.

*Card deck raffle.*

(4) The licensee sells participants a single playing card or similar object. The card is then torn or cut in half and one half is placed in the drawing receptacle. The participant holds the other half until the drawing takes place. The holder of the matching half to that drawn is the winner.

[Statutory Authority: RCW 9.46.070. WSR 06-20-040 (Order 602), § 230-11-090, filed 9/26/06, effective 1/1/08.]

**WAC 230-11-091 Members-only progressive raffle.** A "members-only progressive raffle" is a raffle in which winner(s) of one or more members-only raffles may, without further purchase, receive an entry into another members-only raffle.

[Statutory Authority: RCW 9.46.070 and 9.46.0277. WSR 14-17-056 (Order 703), § 230-11-091, filed 8/15/14, effective 9/15/14.]

### **RECORDKEEPING FOR RAFFLES**

**WAC 230-11-100 Recordkeeping requirements for raffle licensees.**

(1) Licensees conducting raffles with gross gambling receipts of fifty thousand dollars or less in their previous license year and organizations conducting unlicensed raffles under the authority of RCW 9.46.0315 or 9.46.0321 must keep a record by month of the following:

- (a) Gross receipts; and
- (b) Prizes paid; and
- (c) Net income; and
- (d) Documentation of expenses; and
- (e) Documentation of how the proceeds were used.

(2) Licensees conducting raffles with gross gambling receipts over fifty thousand dollars in their initial license year, with gross gambling receipts over fifty thousand dollars in their previous license year, offering prizes that require approval per WAC 230-11-067, or conducting raffles using alternative drawing formats must prepare a detailed record for each raffle they conduct. Licensees must:

- (a) Record all data required in the standard format we provide; and
- (b) Maintain the following:
  - (i) Validated deposit receipts for each deposit of raffle proceeds; and
  - (ii) All winning tickets; and
  - (iii) Name, address, and telephone number of all winners of a prize with a fair market value of more than fifty dollars; and
  - (iv) All ticket stubs for raffles that participants are not required to be present at the drawing; and
  - (v) All unsold tickets for individual raffles for which gross gambling receipts exceed five thousand dollars; and
  - (vi) Invoices and other documentation recording the purchase or receipt of prizes; and
  - (vii) Invoices and other documentation recording the purchase of tickets and other expenses of the raffle; and
- (c) Complete all records no later than thirty days following the drawing.

[Statutory Authority: RCW 9.46.070. WSR 20-08-095, § 230-11-100, filed 3/30/20, effective 4/30/20; WSR 18-05-029, § 230-11-100, filed 2/9/18, effective 7/1/18; WSR 06-20-040 (Order 602), § 230-11-100, filed 9/26/06, effective 1/1/08.]

**WAC 230-11-102 Recordkeeping requirements for enhanced raffles.**

Licensees conducting enhanced raffles must prepare a detailed record for each raffle they conduct. Licensees must:

- (1) Prepare detailed records in the format we require; and

- (2) Maintain the following:
  - (a) Validated deposit receipts for each deposit of raffle proceeds; and
  - (b) All winning tickets; and
  - (c) Name, address, and telephone number of all winners of a prize with a fair market value of more than fifty dollars; and
  - (d) All enhanced raffle tickets placed in the receptacle; and
  - (e) All unsold tickets; and
  - (f) Invoices and other documentation recording the purchase or receipt of prizes; and
  - (g) Invoices and other documentation recording the purchase of tickets and other expenses of the raffle; and
- (3) Complete all records no later than thirty days following the drawing.

[Statutory Authority: RCW 9.46.070 and 9.46.0209. WSR 13-19-056 (Order 692), § 230-11-102, filed 9/16/13, effective 10/17/13.]

**WAC 230-11-103 Independent audit required for enhanced raffles.**

- (1) Charitable or nonprofit licensees conducting enhanced raffles must have an independent audit conducted on each enhanced raffle and the associated smaller raffles.
- (2) Licensees must hire an independent, certified public accountant or firm licensed by the Washington state board of accountancy to conduct the audit.
- (3) The licensee must submit the auditor's report no later than sixty days following the date of the enhanced raffle grand prize drawing.
- (4) We may grant an organization additional time to submit the information required if a written request is received before the due date. The president of the organization must sign any request for additional time and include a statement explaining the hardship causing the delay, and the expected date the required report(s) will be submitted.
- (5) The independent auditor's report must include:
  - (a) For the enhanced raffle grand prize drawing and each associated smaller raffles:
    - (i) Date of the drawing;
    - (ii) Location of the drawing;
    - (iii) Gross receipts; and
    - (iv) Prizes awarded;
  - (b) List of all expenses used to calculate net proceeds;
  - (c) Itemized list of all expenses and associated amounts for conducting the enhanced raffle;
  - (d) Source of funds for purchasing prizes and conducting the enhanced raffle;
  - (e) The amount of funds that the charitable or nonprofit licensee used or that will be used towards their stated purpose;
  - (f) Report any state or federal regulatory actions taken in relation to enhanced raffles in Washington; and
  - (g) Any other information we require to ensure completeness of the information reported.

[Statutory Authority: RCW 9.46.070 and 9.46.0209. WSR 13-19-056 (Order 692), § 230-11-103, filed 9/16/13, effective 10/17/13.]

**WAC 230-11-105 Retain and store raffle records.** (1) Records for unlicensed raffles must be kept for one year following the date of the raffle drawing.

(2) Records for licensed raffles must be kept for three years from the end of the licensees' fiscal year in which the raffle was completed, with the exception of the following records, which must be retained for one year from the end of the licensee's fiscal year in which the raffle was completed:

(a) All ticket stubs for raffles that participants are not required to be present at the drawing; and

(b) All unsold tickets for individual raffles for which gross gambling receipts exceed \$5,000.

(3) Organizations must keep all records at the main administrative or business office of all organizations that are located in Washington and have the records available for our review or audit.

(4) Organizations that do not have an administrative or business office must have and designate a records custodian that resides in Washington. The records custodian is responsible for retaining all raffle records in Washington state after the raffle has been completed. The organization will provide us with the following information:

(a) The name, address, and telephone number of the records custodian; and

(b) The address of the location where records will be maintained.

(5) We may allow an organization to maintain records outside the state of Washington if the organization submits a written request. We may withdraw this permission at any time. The request must include the following information:

(a) The reason records need to be maintained outside of the state of Washington;

(b) The name, address, and telephone number of the records custodian; and

(c) The address of the location where records will be maintained.

(6) Records approved to be maintained outside the state of Washington must be delivered to us within seven days of our request.

[Statutory Authority: RCW 9.46.070. WSR 24-08-022, § 230-11-105, filed 3/25/24, effective 4/25/24. Statutory Authority: RCW 9.46.070 and 9.46.0277. WSR 14-21-079 (Order 707), § 230-11-105, filed 10/13/14, effective 1/1/15. Statutory Authority: RCW 9.46.070. WSR 06-20-040 (Order 602), § 230-11-105, filed 9/26/06, effective 1/1/08.]

## **ELECTRONIC RAFFLE SYSTEMS**

**WAC 230-11-300 Definitions.** The following definitions apply to electronic raffles:

(1) "Electronic raffle" means a licensed raffle, as defined in RCW 9.46.0277, that uses an electronic raffle system for sales, accountability, and printing of tickets. Electronic raffles must only be conducted during a home game of a qualified sports team. The total prize amount must be one half (i.e., 50 percent) of the gross gambling receipts collected from the sale of raffle tickets. If deducting expenses prior to prize calculation, only actual, documented expenses up to \$2,000.00 may be deducted per raffle. Only electronic raffle licensees are authorized to conduct electronic raffles.

(2) "Home game" means a live sports event held in Washington state that is designated as a home game in an official schedule distributed by the league of a qualified sports team at a home game authorized location.

(3) "Home game authorized location" means a sports facility where spectators gather within an arena or stadium where the home game is being conducted and where a home game ticket is required for admission. This does not include ancillary areas, buildings, or facilities, such as parking areas or areas where a ticket is not required for entry.

(4) "Electronic raffle system" means the system that connects to and consists of servers located in the home game authorized location, associated network equipment, software, raffle sales units, raffle ticket printers, and related equipment used by an electronic raffle licensee to generate and account for the sale of raffle tickets.

(5) "Raffle sales unit" means a portable, remote hard-wired connected device, or an attendant operated station that is used as a point of sale for raffle ticket sales. Raffle sales units can only use a closed network with no access to the internet to conduct raffle ticket sales within the home game authorized location except for credit card transactions as authorized in WAC 230-11-310.

(6) "Manual draw" or "drawing" means the method used for the selection of a raffle ticket to determine the raffle winner. A manual draw requires the winning raffle ticket be hand-picked from the receptacle that contains every raffle ticket sold and provides an equal chance for every ticket to be selected.

(7) "Raffle ticket" means a ticket generated by the electronic raffle system that is placed in a receptacle for the manual draw to determine the winner of the raffle prize.

(8) "Raffle ticket number" means the unique number recorded on every raffle ticket and raffle ticket receipt.

(9) "Raffle ticket receipt" means a printed receipt and record of entry into an electronic raffle provided to the participant which contains the raffle ticket number and a unique validation number and/or barcode information.

(10) "Unique validation number" or "barcode information" means a number or barcode generated by the electronic raffle system as a secondary means of verifying the raffle ticket is legitimate.

[Statutory Authority: RCW 9.46.070. WSR 21-21-079, § 230-11-300, filed 10/18/21, effective 11/18/21.]

**WAC 230-11-305 Electronic raffle system standards.** (1) Electronic raffle system manufacturers must submit an application and deposit for our review as outlined in WAC 230-06-050 prior to electronic raffle systems being authorized for operation in this state.

(2) Under WAC 230-06-050, as part of the application process, the manufacturer must provide a letter from an independent testing laboratory licensed by us certifying that the electronic raffle system was tested and was found to be compliant with Gaming Laboratories International's GLI-31: Standards for Electronic Raffle Systems, and all laws and rules relating to electronic raffles prior to the electronic raffle system being brought into this state.

(3) The electronic raffle system will be tested for approval under WAC 230-06-050 at the home game authorized location. This will al-

so apply to any changes made to the electronic raffle system after initial approval.

(4) An application and deposit under WAC 230-06-050, along with an updated letter from an independent testing laboratory certifying compliance, must be submitted to us prior to installing any changes to the electronic raffle system. Changes will be tested by us within five days of installation.

[Statutory Authority: RCW 9.46.070. WSR 21-21-079, § 230-11-305, filed 10/18/21, effective 11/18/21.]

**WAC 230-11-310 Electronic raffle system requirements.** The electronic raffle system must be approved by us prior to operation and must:

(1) Operate on a secure network independent from the home game authorized location network. This network must be a closed network with no connection to outside components or systems. The only exceptions to the closed network include remote access as outlined in WAC 230-16-153, credit card transactions as authorized in WAC 230-06-035, and prize display communication to a screen(s) in the home game authorized location which will only occur during the live electronic raffle; and

(2) Ensure security for all communications and data to prevent unauthorized access and raffle information manipulation. These security measures should include, but are not limited to, current encryption standards for critical information, isolation from public networks, and use of firewalls; and

(3) Have a way to independently identify the software version and signature to verify the firmware or software operating on the electronic raffle system; and

(4) Not allow for raffle sales to be conducted via the internet; and

(5) Be located, stored, and secured at the home game authorized location to prevent unauthorized access at all times; and

(6) Be accessed only by the electronic raffle licensee and licensed manufacturer; and

(7) Be overseen and supervised by a qualified member or volunteer who can address technical problems before, during, and after the manual drawing and who can provide technical support for the networks and electronic raffle system; and

(8) Require each user to sign in using a unique identification or username and password that is not shared with other users and limit user access permissions to only those which are essential to perform their duties; and

(9) Log all user activity and communicate and log all significant events; and

(10) Save critical data should the following occur: System failure, power failure, or power interruption; and

(11) Have a method for verifying valid winning ticket; and

(12) Print all raffle tickets sold for a manual drawing. Automatic drawings, such as the use of a random number generator, are not authorized; and

(13) Print unique raffle ticket numbers. Numbers may not be duplicated; and

(14) Print one raffle number per ticket; and

(15) Print tickets of equal size and shape to give each ticket an equal opportunity to be drawn.

[Statutory Authority: RCW 9.46.070. WSR 21-21-079, § 230-11-310, filed 10/18/21, effective 11/18/21.]

**WAC 230-11-315 Access to home game authorized locations for electronic raffles.** We must be allowed access to:

- (1) Home game authorized location before, during, and after an electronic raffle; and
- (2) Records; and
- (3) Restricted areas controlled by the electronic raffle licensee.

[Statutory Authority: RCW 9.46.070. WSR 21-21-079, § 230-11-315, filed 10/18/21, effective 11/18/21.]

### **CONDUCTING AN ELECTRONIC RAFFLE**

**WAC 230-11-320 Electronic raffle operating requirements.** Electronic raffle licensees must:

- (1) Ensure the electronic raffle system and all other equipment used to conduct the raffle is functioning properly and fully operational by testing it using the form, prescribed by us, prior to each electronic raffle. If issues are identified, electronic raffle licensees must notify the licensed gambling manager immediately. If the issues cannot be resolved, the licensee must not conduct the electronic raffle; and
- (2) Ensure that if any of the components of the electronic raffle system, such as the raffle sales unit, printers, or associated network, fail to function properly prior to or during the sale of any raffle ticket, they must notify us within 24 hours; and
- (3) Hold only one raffle per home game; and
- (4) Ensure that prior to the sale of raffle tickets, all members or volunteers assisting in operating the electronic raffle and equipment are trained to operate any equipment necessary to carry out their assigned duties and are fully informed of all pertinent laws and rules associated with electronic raffles; and
- (5) Ensure a sufficient number of trained personnel are present to fulfill at least the following duties such as raffle ticket sales, count and reconciliation, manual draw, and electronic raffle system management; and
- (6) Ensure the time during which the raffle tickets will be sold for each electronic raffle are established and posted; and
- (7) Provide members and volunteers sufficient time to ensure that all sales reconciliation and eligible raffle ticket verification can be completed prior to the manual draw; and
- (8) Not sell raffle tickets earlier than when spectators are allowed entry; and
- (9) Not print raffle tickets before they are sold; and
- (10) Ensure all ticket sales are final; and
- (11) Not change ticket prices after the first ticket is sold; and
- (12) Sell raffle tickets using a raffle sales unit operated by authorized ticket sellers; and

- (13) Reconcile cash to raffle ticket transactions in a secure location within the home game authorized location; and
- (14) Determine gross gambling receipts and the prize amount and announce to the public the prize amount prior to the drawing; and
- (15) Have at least one qualified member or volunteer overseeing the raffle ticket printers at all times who can address any technical problems; and
- (16) Ensure the manual drawing is completed before the end of the home game; and
- (17) Have a member or volunteer of the electronic raffle licensee draw the winning raffle ticket with the licensed gambling manager present; and
- (18) Video record the entire manual draw process and retain the recording with the required records.

[Statutory Authority: RCW 9.46.070. WSR 21-21-079, § 230-11-320, filed 10/18/21, effective 11/18/21.]

**WAC 230-11-325 Internal controls for electronic raffles.** Electronic raffle licensees must:

- (1) Submit internal controls to us in the format we require for review and approval; and
- (2) Follow internal controls at all times; and
- (3) Make internal controls available to all members and volunteers for their individual functions; and
- (4) Ensure that all members and volunteers follow internal controls.

[Statutory Authority: RCW 9.46.070. WSR 21-21-079, § 230-11-325, filed 10/18/21, effective 11/18/21.]

**WAC 230-11-330 Supervision of electronic raffles.** (1) Electronic raffle licensees must designate one or more licensed gambling managers to oversee each electronic raffle.

- (2) At least one licensed gambling manager must be on-site during the operation of the electronic raffle and observe the manual drawing.
- (3) Only members or volunteers who are supervised by a licensed gambling manager can restart a raffle sales unit or otherwise adjust any associated network equipment for any reason.

[Statutory Authority: RCW 9.46.070. WSR 21-21-079, § 230-11-330, filed 10/18/21, effective 11/18/21.]

**WAC 230-11-335 Wearing nametags.** Anyone participating in the management or operation of an electronic raffle must wear a nametag. The nametag must:

- (1) Be provided by the electronic raffle licensee; and
- (2) Display at least the person's first name; and
- (3) Display the electronic raffle licensee's name; and
- (4) Be clear and visible.

[Statutory Authority: RCW 9.46.070. WSR 21-21-079, § 230-11-335, filed 10/18/21, effective 11/18/21.]

**WAC 230-11-340 Provide rules to electronic raffle participants.**

Electronic raffle licensees must post rules at stationary point of sales locations and on their website. In addition, rules must be made available from ticket sellers. Raffle rules must include at least the following:

- (1) The cost of each ticket including discount levels; and
- (2) Prize calculation including whether expenses are deducted from the prize calculation; and
- (3) Time the ticket sales will begin and end; and
- (4) Time of the drawing; and
- (5) Disclosure stating the participant is not required to be present to win the prize; and
- (6) Details of where the winning ticket number will be displayed on the licensee's website; and
- (7) Information about how to claim the electronic raffle prize and any restrictions including the time limit to claim the prize; and
- (8) Name of the electronic raffle licensee conducting the raffle; and
- (9) The statement, "If you or someone you know has a gambling problem, call the Washington State Problem Gambling Helpline at 1-800-547-6133 for confidential help 24 hours a day."; and
- (10) Any additional information we request.

[Statutory Authority: RCW 9.46.070. WSR 21-21-079, § 230-11-340, filed 10/18/21, effective 11/18/21.]

**WAC 230-11-345 Electronic raffle prize payout requirements.**

Electronic raffle licensees must comply with the following prize payout requirements:

- (1) Post and announce the winning raffle ticket at the home game authorized location; and
- (2) Ensure only actual expenses up to a maximum of \$2,000.00 are deducted from prize payouts. Actual expenses:
  - (a) Include equipment costs and supplies; and
  - (b) Must be documented in the format we require; and
- (3) Require the winner to present the raffle ticket receipt for verification; and
- (4) Ensure the winning raffle ticket number matches the raffle ticket receipt; and
- (5) Verify the winning raffle ticket was not voided; and
- (6) Post the winning raffle ticket number on the electronic raffle licensee's website within 48 hours of the drawing and for the duration of the redemption period or until the prize is paid, whichever occurs first; and
- (7) Verify and record the winner's identity and record the prize amount in the format we prescribe; and
- (8) Pay prizes within 24 hours after notification and verification of the winning raffle ticket; and
- (9) If the winner does not claim the prize at the home game, the licensee must allow a minimum of 30 days from the date of the drawing for winners to claim prizes. Prizes not claimed within the disclosed time period will become the licensee's proceeds.

[Statutory Authority: RCW 9.46.070. WSR 21-21-079, § 230-11-345, filed 10/18/21, effective 11/18/21.]

**WAC 230-11-350 Raffle drawing postponement.** If for any unforeseen reason (e.g., weather delay, power outage, or other reasonably unforeseen event) the electronic raffle is not completed on the day of the home game at which the raffle tickets are sold, the manual drawing of the winning raffle ticket must be completed the first business day when normal business operations resume. No additional raffle tickets may be sold after the unforeseen event occurs, only the manual draw may take place. Notice of the winning raffle ticket number must be posted on the electronic raffle licensee's website.

[Statutory Authority: RCW 9.46.070. WSR 21-21-079, § 230-11-350, filed 10/18/21, effective 11/18/21.]

**WAC 230-11-355 Joint raffles prohibited.** Electronic raffle licenses are not permitted to conduct joint raffles as outlined in WAC 230-11-012.

[Statutory Authority: RCW 9.46.070. WSR 21-21-079, § 230-11-355, filed 10/18/21, effective 11/18/21.]

#### **ELECTRONIC RAFFLE TICKET REQUIREMENTS**

**WAC 230-11-360 Raffle ticket requirements.** Raffle tickets must include the following information:

- (1) Name of the electronic raffle licensee; and
- (2) Raffle ticket number; and
- (3) Unique validation number or barcode information; and
- (4) Purchase date and time (in 24 hour format showing hours and minutes).

[Statutory Authority: RCW 9.46.070. WSR 21-21-079, § 230-11-360, filed 10/18/21, effective 11/18/21.]

**WAC 230-11-365 Raffle ticket receipt requirements.** Raffle ticket receipts must include the following information:

- (1) Name and contact information of the electronic raffle licensee; and
- (2) Raffle ticket number(s); and
- (3) Unique validation number or barcode information; and
- (4) Raffle sales unit identifier; and
- (5) Date and time issued; and
- (6) Total cost and quantity; and
- (7) Website where the electronic raffle rules are available and winning raffle ticket number will be posted; and
- (8) The statement, "Ticket holders need not be present to win."; and
- (9) Date the prize must be claimed by.

[Statutory Authority: RCW 9.46.070. WSR 21-21-079, § 230-11-365, filed 10/18/21, effective 11/18/21.]

## SELLING ELECTRONIC RAFFLE TICKETS

**WAC 230-11-370 Authorized ticket sellers.** (1) Only members of the electronic raffle licensee and volunteers under the supervision of a member, who are least 18 years old, may sell raffle tickets.

(2) Electronic raffle licensees must not pay members or volunteers for selling tickets or managing or operating the electronic raffle unless the person is a full-time or part-time employee of the electronic raffle licensee with duties other than selling electronic raffle tickets or managing or operating electronic raffles.

(3) Electronic raffle licensees may provide members or volunteers with noncash incentives for selling tickets if the licensee:

(a) Bases the incentives on the number of raffle tickets sold; and

(b) Gives incentives that do not exceed five percent of the gross gambling receipts of the raffle; and

(c) Maintains a record of the name, address, and telephone number of each person and a description of each incentive they receive. This record should be made available upon our request.

[Statutory Authority: RCW 9.46.070. WSR 21-21-079, § 230-11-370, filed 10/18/21, effective 11/18/21.]

**WAC 230-11-375 Restrictions on ticket sales.** (1) Electronic raffle licensees must sell tickets for the electronic raffle for the same price unless offering an authorized discount plan; and

(2) Electronic raffle licensees must not:

(a) Sell tickets via the internet; and

(b) Sell tickets outside of the home game authorized location; and

(c) Require anyone to purchase more than one raffle ticket; and

(d) Give away raffle tickets; and

(e) Allow members or volunteers to purchase raffle tickets for the event they work.

[Statutory Authority: RCW 9.46.070. WSR 21-21-079, § 230-11-375, filed 10/18/21, effective 11/18/21.]

**WAC 230-11-380 Selling tickets at a discount.** Electronic raffle licensees may sell raffle tickets at a discount if they:

(1) Use discount levels identified in internal controls; and

(2) Do not change the discount levels during the electronic raffle; and

(3) Offer only discount levels based on the number of tickets sold. Promotional discounts based on other criteria are not allowed; and

(4) Use up to no more than four discount levels for each electronic raffle; and

(5) Account for and document the number of raffle tickets sold at each price point and discount level.

[Statutory Authority: RCW 9.46.070. WSR 21-21-079, § 230-11-380, filed 10/18/21, effective 11/18/21.]

### **RECORDKEEPING REQUIREMENTS FOR ELECTRONIC RAFFLES**

**WAC 230-11-385 Recordkeeping requirements for electronic raffles.** (1) Electronic raffle licensees must complete records, in the format we prescribe, for each raffle within 72 hours after each drawing; and

(2) Licensees must record all data in ink, on storage media, or in other permanent form; and

(3) Print, or back up in a permanent form, all the original sales data supporting the raffle drawing; and

(4) Separately maintain the drawing's printed raffle tickets for a minimum of 30 days or until the prize is awarded, whichever is greater; and

(5) Keep all winning tickets; and

(6) Keep the video recording of each drawing; and

(7) Keep the test form we prescribe for each electronic raffle; and

(8) Keep any and all electronic raffle system reports listed in GLI-31; and

(9) Retain all invoices or receipts for raffles prizes and expenses.

[Statutory Authority: RCW 9.46.070. WSR 21-21-079, § 230-11-385, filed 10/18/21, effective 11/18/21.]

**WAC 230-11-390 Electronic raffle—Monthly records.** Electronic raffle licensees must maintain accounting records as required in WAC 230-07-130. In addition, electronic raffle licensees must keep a set of permanent monthly records of electronic raffle activity to include at least:

(1) The drawing date; and

(2) Gross receipts; and

(3) Prizes paid; and

(4) Net income; and

(5) Documentation of expenses; and

(6) Documentation of how the proceeds were used; and

(7) Cash over/short.

[Statutory Authority: RCW 9.46.070. WSR 21-21-079, § 230-11-390, filed 10/18/21, effective 11/18/21.]

**WAC 230-11-395 Keeping and making records available.** Electronic raffle licensees must:

(1) Keep required, completed records from electronic raffles for at least three years from the end of the license year for which the records were completed; and

(2) Retain records at the main administrative or business office of the electronic raffle licensee located in Washington state and have the records available for our review or audit.

[Statutory Authority: RCW 9.46.070. WSR 21-21-079, § 230-11-395, filed 10/18/21, effective 11/18/21.]