



Summary of Major Changes to the Bingo Rules Effective June 27, 2020

The following is a summary of the notable changes to New Hampshire's charitable Bingo rules effective June 27, 2020. A copy of the new rules, can be found at:

<https://www.racing.nh.gov/laws-rules/index.htm>.

- **“Lot-“ Prefix**

The rule have been renumbered from Pari 1000 to Lot 7000. This is being done as part of an agency wide renumbering project. The “Pari-” prefix refers to the former Pari-mutuel Commission, and “Sw-“ refers to the former Sweepstakes Commission. All rules will be renumbered with the prefix “Lot-“ for “Lottery”.

- **Forms**

All forms have been updated, and some forms have been newly created. Applicants and licensees must submit only current forms. Submitting old forms may result in the documents being returned. New and revised forms include:

- ✓ Application for Manufacturer License
- ✓ Application for Distributor License
- ✓ Charitable Organization Bingo Application
- ✓ Gaming Operations Participant List
- ✓ Gaming Consultant Application
- ✓ Standard Form of Agreement for Gaming Consultants
- ✓ Commercial Bingo Hall Application
- ✓ Shared Carryover Coverall Bingo Host Hall Application

- **Gaming Consultants**

Recent changes to RSA 287-E require paid consultants to be licensed. Refer to Lot 7002.14 (definition), Lot 7003.03 (obtaining a license), and Lot 7004.07 (responsibilities) for details. Please be aware that paid gaming consultants cannot solely operate a Bingo event. A majority of the individuals operating the event must be members of the organization (see Lot 7006.03(g)).

- **Restrictions on Out-of-State Charitable Organizations**

In keeping with the intent of the law, only New Hampshire charities (those registered as domestic non-profits with the Secretary of State) are allowed to operate Bingo in this state.

- **Proof of Registration**

Charitable organizations must submit proof of registration with the Secretary of State, and Charitable Trust with its application. If an organization is exempt from the requirement to register with Charitable Trust, a letter from Charitable Trust stating this fact must be included with the application. See Lot 7003.02(d)(2)-(3) for details.

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- **Gaming Operations Participant List**

Lot 7003.02(d)(5) changes the requirement that a charitable organization submit a complete and detailed list of all of its members (aka “Members List”), to now only submitting a list that includes the names and contact information of all officers, plus any members that participate in the operation of the Bingo event. A “Gaming Operations Participant List” form has been created for this purpose.

- **Exempt Bingo Halls**

Games are held at a location that is not a licensed Commercial Bingo Hall is required to submit proof of the halls qualifications as an exempt facility. See Lot 7003.04(f).

- **House Rules/Game Schedules Approvals**

Prior approval is no longer required for house rules and game programs (aka game schedules); however, copies of these documents must be submitted to Lottery Commission at least 5 days before going into effect. They must also still meet the requirements of Lot 7005.06 and Lot 7005.07.

- **Gaming manager**

Lot 7004.04(f) mandates that a charitable organization designate a member or employ a Gaming Consultant to act as the Gaming Manager. The Gaming manager is responsible for overseeing the gaming operation, including:

- ✓ Ensuring that the games are conducted in accordance with the bingo rules and regulations;
- ✓ Determining program content, prize level requirements, products to be purchased and put into play;
- ✓ Overseeing the game event by supervising volunteers, and monitoring the conduct of the games;
- ✓ Ensuring that all receipts and disbursements have been properly accounted for, all source documents, and inventory records are complete and, all inventory records have been reconciled;
- ✓ Verifying proper accounting for all gambling expenditure, equipment, assets and receipts;
- ✓ Controlling the execution of the games, including payouts and the preparation of transaction records;
- ✓ Ensuring that all security measures and internal controls are in place to protect the integrity of the games and gaming assets; and
- ✓ Remaining on the premises during the bingo event to address and resolve any issues that occur during the bingo event.

- **Segregation of Duties**

Lot 7004.04(r) mandates that the same individual cannot serve as both the chairperson and treasurer of a charitable organization.

- **Cancellation Notification**

To be refunded the \$25 license fee, a charitable organization must notify the Lottery Commission within 24 hours of a cancelled bingo event. See Lot 7004.04(s) for notification requirements.

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- **Bingo Card**

Additional requirements relative to how cards are packaged by the distributor can be found at Lot 7005.02(a)(8)-(11), and requirements for the use of special cards, such as braille cards, can be found at Lot 7005.02(d).

- **WTA, COCA and Progressive COCA games**

The rules relative to these games has been revised to clarify how these games are to be operated. See Lot 7006.04 for details.

- **Hall Rental Fee**

The amount that a commercial Hall can charge a charitable organization for rent was increased from \$5 to \$10 per player per event.