



Indiana Gaming  
Commission

# Charity Gaming Basics

A Reference Guide for Charity Gaming in Indiana  
2025

This Guide was prepared by the Charity Gaming Division to assist organizations in complying with the charitable gaming laws. It is intended as a guide only, and in no way supersedes statutory provisions, administrative regulations, or case law.

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## **Indiana Gaming Commission**

The mission of the Indiana Gaming Commission is to provide a fair, transparent, and dynamic regulatory environment that encourages economic development while requiring the highest level of integrity of all activities under its jurisdiction.

## **Charity Gaming Division**

The Indiana Gaming Commission, Charity Gaming Division regulates and enforces charity gaming activities in the State of Indiana. Only qualified tax-exempt organizations may conduct charitable gaming activities in Indiana. These gaming activities are:

Activities that have received approval by the Indiana Gaming Commission

Bingo

Raffles

Casino Game Night (dice, card, and wheel games)

Water Race

Guessing Games

Sale of pull tabs, punchboards, or tip boards

## **Which Organization Qualify**

The tax-exempt organizations that are eligible to engage in Indiana charity gaming activities under certain circumstances are defined in Indiana Code 4-32.3-2.

- Bona Fide Charitable Organization 4-32.3-2-4
- Bona Fide Civic Organization 4-32.3-2-5
- Bona Fide Fraternal Organization 4-32.3-2-6
- Bona Fide National Foundation 4-32.3-2-7
- Bona Fide National Organization 4-32.3-2-8
- Bona Fide Out-of-State Organization 4-32.3-2-9
- Bona Fide Political Organization 4-32.3-2-10
- Bona Fide Veterans Organization 4-32.3-2-11
- Charitable Government Services Organization 4-32.3-2-12-5
- Professional Sports Team Foundation 4-32.3-2-25.5
- State Educational Institution under IC 21-7-13-32
- Hospital licensed under IC 16-21
- Health Facility licensed under IC 16-28

- Psychiatric Facility licensed under IC 12-25

### **What Activities/Endorsements are Allowable**

- Bingo – IC 4-32.3-2-3
- Raffle – IC 4-32.3-2-33
- Casino Game Night – IC 4-32.3-2-12
- Pull tabs – IC 4-32.3-2-28
- Punchboard – IC 4-32.3-2-29
- Tip board – IC 4-32.3-2-37
- Water race – 68 IAC 21-10-11
- Guessing game – 68 IAC 21-10-12
- Sports themed tip boards – 68 IAC 21-8-17

### **Gambling, The General Rule**

#### **Three (3) Elements**

##### **1. Risk Something of Value**

##### **2. Gain Something of Value**

##### **3. Chance (Game of Chance)**

**“Gambling” means risking money or other property for gain, contingent in whole or in part upon lot, chance, or the operation of a gambling device.**

Charity Gaming is a privilege. To ensure your organization continues to have that privilege the following responsibilities should be reviewed carefully. Otherwise, you and your organization may be subject to penalties, fines, and loss of all gaming privileges.

Organizations Must:

- be qualified and authorized by the Indiana Gaming Commission
- apply for a license or exempt activity with all applicable endorsements indicated.
- have proper signatures on all applications– presiding officer and secretary.
- receive and post a valid license or approved exempt event notification with all applicable endorsements at your event.
- have operators and workers at these activities that meet statutory guidelines.

- purchase licensed supplies from a licensed distributor.
- ensure participants are at least 18 years old.
- use charity gaming proceeds for the organization's lawful purpose.
- maintain a separate and segregated charity gaming checking account.

## How to Begin

To conduct any type of charity gaming, your organization must have a physical presence in Indiana and must have completed the qualification process.

Generally, the qualification process requires the following:

- Complete the Qualification Application, CG-QA.
- Attach a copy of the organization's Federal Determination Letter (aka 501(c) letter.)
- Attach a copy of the organization's bylaws, constitution, charter, and articles of incorporation if applicable.

Governing documents such as bylaws, constitution, charter, and articles of incorporation must include the following:

- Organization's purpose or objectives
- Description of membership (who can be a member, how does one become a member, membership dues, how is membership terminated, etc.)
- Description of the organization's officers including titles and duties
- Dissolution clause that provides that all remaining assets shall be used for the organization's stated purposes.
- A Letter of Good Standing from the organization parent entity should be included if any part of the required information above is found in the parents' bylaws, constitution or articles of incorporation.

CG-QA – Qualification Application does not have a processing or license fee. Once the application has been approved an email will be sent to the email address provided on the application, which will contain the Organization's Letter of Qualification.

The Qualification Application will be filed by your organization only once unless the organization ceases to conduct gaming activities for a period of three years or more.

Entities that require different documentation: IC 4-32.3-2-24 Public, Private Schools or School Corporation

- Mission Statement, Corporation and School numbers from Department of Education and provide grade levels, number of students, facility and staff.
- Religious Organizations
  - Mission Statement or Bylaws, Federal Determination Letter
  - Catholic Churches and Schools
    - Mission statement or bylaws, Federal Determination Letter and a copy of the page from the Catholic Directory listing the church or school.
- Political Parties
  - Mission Statement and Letter of Good Standing from State Political Party

The following entities will not complete the qualification application as there are specific requirements for these:

- Political Candidates using the Candidate’s Committee Application, Form CG-CCA
- Out of State Organizations using a Convention License Application, Form CG-CVN

## Is Licensing Required

Authorization to conduct an allowable activity is always required. However, there may be times when a license is not required and the activity can be conducted using the Exempt Activity Notification, Form CG-EN. IC 4-32.3-4-3

The Exempt Activity Notification allows an organization to conduct charity gaming activities where the total fair market value of all prizes (cash, purchased or donated) does not exceed \$2,500 for any one event or \$7,500 per calendar year. For Example: an organization could conduct 15 events with a maximum payout of \$500 each. Operators are to be listed on the form and must be members of the organization for at least 60 days prior to the event date. Workers must be members of the organization for at least 30 days prior to the event date.

Exempt Activity Notifications do not require a license fee, or a separate and segregated checking account. Completed forms can be emailed or faxed using the information at the bottom of the form. The Exempt Activity Notification form will be signed by a charity gaming representative and emailed back to the organization as authorization of the event. Processing time is approximately 14 business days.

An Email address is **required** for the organization and/or contact person.

Exempt notification, form CG-EN can be submitted one form per event date, time, location and expected prize payout or one form can be submitted for multi event dates if all needed information is received (date, time, location and expected prize payout). The location address for each activity does not have to be the same for each event.

Signed form must be clearly posted.

Event Summary Report, form CG-ESR, must be completed for your records within 10 days of an event.

### Types of Licenses

Various licenses are available which may depend on what organizations are applying or what allowable activities they will be conducting and at what frequency. Below is a brief description of each available license type.

#### **Annual Activity License, CG-AL:** IC 4-32.3-4-5

Allows the licensed organization to conduct the approved activities as often as permitted during the time (12 months) frame listed on the gaming license.

#### **Single Activity License, CG-SL:** IC 4-32.3-4-6

Allows the licensed organization to conduct the approved activities on a specific date, time, and location.

#### **Festival Activity License, CG-FES:** IC 4-32.3-4-7

Allows the licensed organization to conduct the approved activities for up to 5 consecutive days.

#### **Convention License, CG-CVN:** IC 4-32.3-4-10

Allows the licensed organization holding a national convention in Indiana to conduct only raffle activities at their convention.

#### **Candidate Committee License, CG-CCA:** IC 4-32.3-4-12

Allows the political candidate's committee to conduct only a raffle activity as a fundraiser for the candidate's campaign.

#### **Three-Year Veterans Annual Activity License, CG-AL:** IC 4-32.3-4-15 and 4-32.3-4-16

Allows a Veterans organization to request licensure to conduct the approved



activities as often as permitted for a three-year period.

**Two-Year Casino Game Night License, CG-AL:** IC 4-32.3-4-5.

Allows a Civic organization to request licensure to conduct the approved activities as often as permitted for a two-year period.

**Annual Affiliate License, CG-AAL:** IC 4-32.3-4-8

Allows a national organization or national foundation to have their local chapters or affiliates conduct the approved activities under their gaming license.

**Additional Forms**

**Expedited Request, CG-EXP:** IC 4-32.3-6-2

Allows an organization using an Annual Activity License application, Single Activity License application or Festival Activity License application to request the license application to be reviewed within 10 business days for the required additional fee of \$100 or 10% of the license fee whichever is greater.

**Annual License Amendment Request, CG-AM AL:** 68 IAC 21-9-10

Will allow an organization using an Annual Activity License application, to request changes, such as adding or removing operators, bartender changes, changing days of play for certain gaming activities, or change of venue, etc. to the gaming license for a \$25 processing fee per amendment request. If an organization is only adding or removing workers, then no processing fee is required.

**Single License Amendment Request, CG-AM SL:** 68 IAC 21-9-10

Will allow an organization using a Single Activity License application or Festival Activity License application to request changes such as adding or removing operators, changes to event dates or change of venue, etc. to the gaming license for a processing fee of \$25 per amendment request. If an organization is only adding or removing workers, then no processing fee is required.

**What is an Annual Activity License**

The Annual Activity License is a license that is valid for a twelve-month period (one (1) year). This is not the license you need for an event that your organization plans to conduct one time each year.

An annual activity license holder is eligible to conduct raffles, sell pull tabs, tip boards, and punchboards 24 hours per day from the facility listed on the license.

Additional activities are limited to a maximum of 3 days per calendar week (Sunday-Saturday). Here are the activities allowed that are day and time frame specific under IC 4-32.3-4-14:

- Bingo,
- Casino Game Night,
- Guessing Game,
- Water Race

***All desired endorsements must be indicated on the application.***

The first time an organization requests a Bingo and/or Casino Game Night endorsement on an Annual Activity License application a newspaper posting, and onsite inspection is required before these endorsements/activities are granted. If you are planning on doing either or both events for the first time expect a member of the Charity Gaming staff to reach out to your organization to discuss the next steps. IC 4-32.3-4-13

The Casino Game Night endorsement is only available to Bona Fide Fraternal, Bona Fide Veterans organizations, IC 4-32.3-4-5(c)1 and Bona Fide Civic organizations, IC 4-32.3-4-5.5.

Changes to an Annual Activity License such as a new activity (new day, new time) or adding or removing operators/workers requires CG-AM AL, Amendment

Request for Annual Activity License to be completed and submitted along with the applicable fee.

***CAUTION:*** An organization that has 3 days of activities listed on an Annual Activity License must surrender/give up a playing day from their annual license (by written statement) and apply for a single, festival or exempt activity notification if they want to conduct a different activity on a specific date, time and at the same or different location as the Annual Activity License. If you are not sure, please contact our office.

Under an Annual Activity License:

- Raffles, pull-tabs, punchboards, and tip boards may be conducted 24 hours per day and seven days per week.
- Allowable activities (bingo, casino game night, water race, guessing games) can be conducted no more than three (3) times per calendar week. Various activities can be done but not more than 3 days per week.
- Casino game night endorsements may only be conducted three days per week at one facility regardless of the number of qualified organizations that have an annual activity license with casino game night endorsements at the same location.
- Only one allowable activity can be conducted each calendar day.
- Only one organization can conduct one activity per location per day.

All licensed supplies and licensed equipment must be purchased through a licensed distributor. A listing of licensed distributors can be located on our website [www.in.gov/igc](http://www.in.gov/igc) under the charity gaming division tab.

All financial reports due must be submitted and approved for previously held activities before a new activity can be approved, whether the new activity is conducted under a license or exempt event notification.

### **What is a Single Activity License**

A Single Activity License will allow an organization to conduct one activity on a specific day, time, and location. An organization may choose to conduct raffles and sell pull tabs, punchboards, tip boards along with one other activity from the following (IC 4-32.3-4-6):

- Bingo,
- Casino Game Night,
- Guessing Game,
- Water Race

***All desired endorsements must be indicated on the application.***

No more than one qualified organization may conduct an allowable activity on the same day at the same location.

Changes to a Single Activity License such as a new activity (new day, new time) or adding or removing operators/workers requires CG-AM SL, Amendment Request for Single Activity License to be completed and submitted along with the applicable fee.

**CAUTION:** Casino Game Night endorsements are only available up to six (6) times/authorizations per calendar year on either the Single Activity License or on the Exempt Activity Notification.

All licensed supplies and license equipment must be purchased through a licensed distributor. A listing of licensed distributors can be located on our website [www.in.gov/igc](http://www.in.gov/igc) under charity gaming division.

All financial reports due must be submitted and approved for previously held activities before a new activity can be approved. whether the new activity is conducted under a license or exempt event notification.

### **What is a Festival Activity License**

The Festival Activity License will allow an organization to conduct multiple activities for from 1 to 5 consecutive days. An organization may choose to conduct any of the following activities simultaneously: IC 4-32.3-4-7

- Raffles,
- Sell pull tabs, punchboards, tip boards,
- Bingos,
- Casino Game Nights,
- Guessing Games,
- Water Race

***All desired endorsements must be indicated on the application.***

You are allowed to acquire up to 3 (in any combination) Festival Activity Licenses or Exempt Activity Notifications per calendar year but cannot conduct these events consecutively (back-to-back).

Changes to a Festival Activity License such as a new activity (new day, new time) or adding or removing operators/workers requires CG-AM SL, Amendment Request for Single Activity License to be completed and submitted along with the applicable fee.

All gaming licensed supplies and licensed equipment must be purchased through a licensed distributor. A listing of licensed distributors can be located on our website [www.in.gov/igc](http://www.in.gov/igc) under charity gaming division tab.

All financial reports due must be submitted and approved for previously held activities before a new activity can be approved, whether the new activity is conducted under a license or exempt event notification.

Festival events will allow an organization to conduct single or multiple endorsements over a period of 1 to 5 consecutive days. A qualified organization is allowed up to three (3) Festival events in a calendar year. None of the events (licenses or exempt events) can run consecutively or back-to-back.

A worker at a festival event (IC 4-32.3-5-11(c)) may participate as a player in any gaming activity offered at the festival event except:

- in any game during the time in which they are conducting or helping to conduct the game.
- as a player in a pull tab, punchboard, or tip board event they have conducted on the same calendar day.

### **What is a Convention Raffle License**

An Out-of-State charitable organization may apply for a license to conduct a raffle and is prohibited from conducting any other allowable activity.

The raffle must occur during a conference conducted by the out-of-state charitable organization at a designated Indiana convention center or at a location approved by the Executive Director.

A license is required for each day a drawing takes place.

The license fee for each Convention Raffle License applied for is \$250 each.

### **What is a Candidates Committee License**

A Candidates Committee may apply for a license to conduct a raffle and is prohibited from conducting any other allowable activity.

A Candidates Committee is considered a bona fide political organization?

Members of the candidates committee may conduct a raffle without meeting the requirements of membership for a qualified organization.

A Candidates Committee must remain in good standing with the election division or the county election board having jurisdiction over the committee.

## **What is an Annual Affiliate License**

An Annual Affiliate License will allow a national organization with a presence in Indiana to conduct bingo or raffles as fundraising activities.

The Annual Affiliate License is available to a national organization or a – national foundation located outside of Indiana, that have chapters or affiliates located in Indiana to further their cause, purpose or mission nationally. IC 4-32.3-4-8

A National Foundation must provide evidence that grants of more than \$50,000 have been awarded in Indiana in the year preceding the license year. This applies to the first application and each renewal application.

The national organization or foundation must provide a list of all the affiliates (chapters) that will be conducting either bingo or raffles under the national organization's gaming license. Affiliates can ONLY be added to the Annual Affiliate License during the initial licensing period or during renewal of the annual license.

The Annual Affiliate License cannot be amended or changed once it has been issued.

Each affiliate or chapter will apply for their own gaming activities (bingo or raffles) as a chapter using CG-AN, Affiliate Notification, and report the income and expenses associated with each event using CG-AN ESR, Event Summary Report for each Affiliate Notification.

The Annual Affiliate License can have up to 10-chapter events per week.

An Affiliate or chapter can elect to conduct other endorsements, such as casino game night, but must complete the qualification process and licensing applications on their own. They will not be eligible to be part of the Annual Affiliate License.

The Annual Affiliate License renewal application will submit the CG-AAL FR, Annual Affiliate Financial Report for all chapter activities combined to determine gross income for the applicable license fee.

## **What is a Volunteer Ticket Agent**

Employees of a retail establishment that has agreed to help sell water race or raffle tickets.

- Qualified organization using VTA's must maintain a ledger which includes:
  - Date of the allowable activity to which tickets are sold.

- Name, telephone number and email address of the employee who sold tickets.
- Location of retail establishment where tickets were sold.
- Record the numbered tickets provided to the retail establishment for sale.
- Qualified organizations must retain possession of all unsold tickets provided to the retail establishment for sale.
- Tickets distributed by a VTA must be sequentially numbered.
- Qualified organizations may not compensate the retail establishment for ticket sales.

*All desired endorsements must be indicated on your application.*

## **Endorsements**

**Bingo Endorsement - BGO** (IC 4-32.3-2-3, 4-32.3-5-15) applies to all bingo games and is available for:

- Annual Activity Licenses,
- Single Activity Licenses,
- Festival Activity Licenses
- Exempt Activity Notification.

The Indiana Gaming Commission uses the North American Gaming Regulators Association (NAGRA) Standards on Bingo as guidelines.

Bingo consists of multiple bingo games during a specific day/date and time frame.

Organizations need to:

- Create a bingo program that indicates the game being played with the expected prize payout for that game.
- Create house rules on how they will be conducting their bingo activities.
- Post no tipping signs.
- Comply with prize limitations.
  - One bingo game may not be more than \$1,000.
  - Progressive bingo games may not be more than \$2,000.
  - Total prizes of all bingo games at one event may not be more than \$6,000.
- Apply for Special Permission for increased prize payouts up to 6 times per calendar year. To increase Bingo prize payouts to a total of up to \$30,000

Form CG-SP, Special Permission Request must be completed and submitted with a copy of the last bank statement for the separate and segregated charity gaming checking account and a copy of the bingo programs with prize payouts listed.

**Casino Game Night Endorsement – CGN** (IC 4-32.3-2-12) applies to card, dice and/or wheel games and is available for:

- Annual Activity Licenses (Fraternal, Veterans, Civic Organizations ONLY),
- Single Activity Licenses,
- Festival Activity Licenses
- Exempt Activity Notification.

Organizations must:

- Use only imitation money or chips at gaming tables.
- Maintain “cash-in” and “cash-out” booths/tables to track all financial transactions. (Operator responsibility.)
- Determine how all income and payouts will be recorded.
- Determine how the organization will obtain revenue.
  - Straight off the top. Keep portion of chips purchased.
  - Drag the Pot. Predetermined amount held from each pot.
  - Play against the House.

CASH GAME does not mean playing with real money. Cash Game means that players may cash in or cash out at any time.

Dealers must be operators or workers properly documented on your license/application.

Qualified Card Games IC 4-32.3-2-30 as designated by the Executive Director of the Indiana Gaming Commission.

- Euchre
- Texas Hold'em Poker
- Omaha Poker

Players may only deal and play in Qualified Card Games providing the following requirements are followed:

- If a player serves as a dealer in the game, all players must take a turn dealing in the game.
- Euchre – players may play the hand they are dealing.



- Euchre – the organization must provide one operator for every six tables of four players (24 players).
- Texas Hold'em and Omaha Poker – players may not play the hand they are dealing.
- Texas Hold'em and Omaha Poker – the organization must provide two operators for up to 40 players. Then add 1 operator for each 40-player increase.
- Organization must provide a dealer for the final table of a tournament.

**Guessing Game Endorsement - GG** (68 IAC 21-10-12) applies to all guessing games and is available for:

- Annual Activity Licenses,
- Single Activity Licenses,
- Festival Activity Licenses
- Exempt Activity Notifications.

Guessing Games are games where the player picks the number, item, etc. that will be determined to be the winner.

Examples:

- Golf Ball Drop - player picks the numbered ball that will fall closest to the hole.
- Heads or Tails - the player picks if they think the coin toss will end with heads up or tails up by holding the correct distinguishing item correctly.

**Water Race Endorsement - WR** (68 IAC 21-10-11) applies to all water race activities and is available for:

- Annual Activity Licenses,
- Single Activity Licenses,
- Festival Activity Licenses
- Exempt Activity Notifications.

Water Races are games conducted on a body of water where a numbered item matches a numbered ticket purchased and the winner is determined by crossing a designated finish line first.

Purchasing a Water Race entry can be done by:

- Cash
- Debit Card
- Check

- Credit Card in a face-to-face transaction (Only with Raffle and Water Race activities)

**Raffle Endorsement – RAF** (IC 4-32.3-2-33) applies to all raffles conducted and is available for:

- Annual Activity Licenses,
- Single Activity Licenses,
- Festival Activity Licenses
- Exempt Activity Notifications.

Raffle means the selling of tickets or chances to win a prize awarded through a random drawing, including a Door Prize.

Examples of raffles include, but are not limited to, half pot, 50/50, door prize, certain types of auctions (Chinese Auction), basket raffle, reverse, daily, weekly, monthly, etc.

Who can sell tickets:

- Members of the organization listed on the application as operators or workers.
- Paid bartenders or employees listed on the application as operators or workers.
- Volunteer Tickets Agents on a single activity license.
- Nonmember Participants – members from another qualified organization.
- In the case of a School – children under the age of 18 can sell raffle tickets.

What is a raffle ticket:

- Two-part roll tickets (movie theatre tickets)
- Printed tickets with a tear off stub.
- Random generated ticket from a kiosk or handheld device. Must be from a Licensed Distributor only.

Purchasing a Raffle ticket can be done by:

- Cash
- Debit Card
- Check
- Credit Card in face-to-face transactions (Only allowed with Raffles and Water Race activities)

Purchased raffle tickets should be placed in a receptacle that allows the tickets to be mixed: Drum, Roll Cage, Bucket, Box, Plastic Tote, Hat, etc.

Determine the winner:

- An operator listed on the gaming license must conduct the drawing that determines the winner(s). A presenter, city official, etc. can announce the winner once they are verified.
- The drawing may be streamed live via social media.

Indiana Administrative Code 68 IAC 21-10-9 (h) states “A charitable organization may not conduct an allowable activity on or through the Internet.”

**Raffles cannot:**

- be conducted over the Internet.
  - Event management and ticketing websites are not allowed for charity gaming activities: such as bingo events, raffle tickets, etc.
- utilize software or equipment to sell tickets or determine winner(s).
  - Exception would be the use of equipment from a licensed distributor
- allow anyone under the age of 18 to purchase a ticket or win a drawing.

**Pull Tab, Punchboard and Tip Board Endorsement – PPT** (IC 4-32.3-2-28, 4-32.3-2-29, 4-32.3-2-37, and 4-32.3-5-16) allows the sale of pull tabs, punchboards and tip boards and is available for:

- Annual Activity Licenses,
- Single Activity Licenses,
- Festival Activity Licenses,
- Exempt Activity Notifications

Sports Themed Tip Boards (68 IAC 21-8-17) are to be included as Pull Tab, Punchboard or Tip Board gross income and prize payout on the Event Summary Report (ESR) and financial reports.

The Indiana Gaming Commission uses the North American Gaming Regulators Association (NAGRA) Standards on Pull Tabs as guidelines.

Organizations must:

- Obtain all pull tabs, punchboard, or tip board from an Indiana Licensed Distributor.
- Mix the game tickets before putting them out for purchase/play.
- Can not sell to anyone under the age of 18.
- Must comply with Prize limitations.

- Total prizes awarded for one (1) pull tab, punchboard or tip board game may not exceed \$15,000.
- A single prize awarded for one (1) winning ticket may not exceed \$599.
- Seal Card prize may not exceed \$1,000.
- Progressive or Carryover pull tab game may not exceed \$15,000.
- The selling price for one (1) ticket may not exceed \$5.
- Operators, including paid nonmember bartenders may sell pull tabs, punchboards and tip boards and make all prize payouts.
- Workers and paid employees may sell pull tabs, punchboards and tip boards and make prize payouts of \$50 or less. All other prizes must be paid by an operator.
- Winner verification must be conducted by the organization for pull tab, punchboard, or tip board winner of \$250 or more, including but not limited to, winners printed name, signature, and date of birth.

**Sports Themed Tips Boards or Pull Tabs - PPT 68 IAC 21-8-17, requirements for using:**

- Post house rules regarding how the game will be played.
- Post flare card issued with the game.
- No square, chance, spot, tickets or pull-tab tickets may be sold after the seal or other opaque material has been revealed, opened or compromised.
- Mark all empty play spots with VOID before opening the seal.
- Winnings must be claimed within seven days of the last time frame of the sporting event.
- May only be used with Professional or NCAA Division 1 sporting events.
- Official game scores or results must be used to determine the winner.
- \$10 is the maximum price of a square, chance or spot on the grid or board. If used with pull tabs the maximum price is \$5 per IC 4-32.3-5-16c.
- The game and date of the sporting event must be posted legibly in permanent ink along with the price per square, chance, spot, or ticket.
- The player's name must be printed in permanent ink on the square, chance, or spot.
- Winners must be determined by the final score or outcome of the sporting event or subdivisions of the sporting event.
- Players must purchase the square or chances blindly, before the seal is revealed.
- Chances may not be sold after the conclusion of the sporting event.
- Serial numbers must be printed on the board by the manufacturer.

- Board must be purchased from a licensed distributor.

### **Purchase of Supplies/Equipment**

Qualified organizations must obtain licensed supplies from an entity licensed by the Indiana Gaming Commission as a distributor according to IC 4-32.3-5-20.

The following items are defined as licensed supplies by IC 4-32.3-2-22 and 68 IAC 21-8-14:

- Bingo equipment
- Bingo supplies
- Pull tabs
- Punchboards
- Seal cards
- Tip boards
- Dispensing devices
- Sports Themed tip boards or pull tab games
- Roulette and any other prize wheels
- Game boards, including but not limited to raffle and coin boards
- Any other supplies, devices or equipment designated by rule of the Commission

List of licensed distributors is available at [www.IN.gov/igc](http://www.IN.gov/igc) under the Charity Gaming Division web page.

The organization is required to keep records of all licensed supplies purchased, where and when they were purchased and the purchase price of each item. All purchases of licensed supplies must be paid directly from the organization's separate and segregated charity gaming checking account when applicable.

### **Existing Licensed Supplies**

An organization may dispose of unused bingo supplies, punchboards, pull tabs, tip boards and other licensed supplies by shredding, burning or otherwise destroying them. The organization must notify the Indiana Gaming Commission about the proposed destruction at least 30 days in advance. Form CG-DTL, Inventory Destruction, Theft or Loss must be completed and submitted for approval prior to the destruction of any licensed supplies.

CG-DTL, Inventory Destruction, Theft or Loss requires the following information:

1. Date items will be destroyed or lost.

2. Manner of destruction or loss.
3. Description and quantity of the items to be destroyed or of the items lost.
4. Serial numbers of the items to be destroyed or of the items lost.
5. Trade name of the items being destroyed or lost.
6. Reason for destruction.
7. Copies of all insurance forms submitted for the loss.
8. Police or Fire department reports created in connection with the loss.
9. Destruction of unused licensed supplies must be certified by one (1) officer of the qualified organization.

### Acceptable forms of payment

- Cash
- Debit Card
- Check
- Credit Card in face-to-face transactions (**Only** allowed with Raffles and Water Race activities)

Credit Card, IC 4-32.3-5-23 (c), and Electronic Payment Processing:

Under certain circumstances credit cards may be allowed to purchase raffle or water race tickets only and only in a face-to-face transaction. The allowance of credit cards **does not change the restrictions on internet purchases.**

Processing of electronic payments has the following restrictions:

- A qualified organization wishing to use electronic payment processing applications for debit and credit card payments must provide notice to the commission for the electronic payment processing application prior to using it for any transaction.
- A qualified organization must create and maintain a single (one) bank account for the organization to use for such transactions.
  - Utilizing an individual's electronic payment processing application account for transactions relating to the conduct of charity gaming is **strictly prohibited**.
  - Qualified organizations' electronic payment processing application account must connect to the qualified organizations separate and segregated charity gaming bank account.
  - Proceeds from the conduct of charity gaming must be transferred from the electronic payment processing application account to the separate and segregated gaming account within five (5) days pursuant to 68 IAC 21-10-9 (n)

- Electronic payment processing application must allow for the creation of a log of all transactions.
- Any fees charged by either the electronic payment processing application or credit card payment processor must be documented and accounted for when calculating receipts or proceeds from the event. The total amount of the transaction, including fees, should be included in the organization's gross revenue/receipts for an event. The fees can then be accounted for as expenses relating to the event.

### What is an Operator

Operators are Members of a qualified organization who are responsible for conducting an allowable activity (IC 4-32.3-2-25) or overseeing critical aspects (68 IAC 21-8-15(1)) of gaming activities including, but not limited to:

1. Accounting for money received and disbursed at the charity gaming event;
2. Keeping records of the charity gaming event;
3. Announcing the letter-number combination at a bingo event;
4. Conducting the winning draw for a raffle, including door prizes;
5. Determining the winner in a guessing game or a water race;
6. Determining the flare and seal card winner;
7. Controlling the mixing and distribution of pull-tabs, punchboards or tip boards;
8. Redeeming a pull-tab, punchboard or tip board prize valued at more than \$50;
9. Performing a task of a worker

An operator is also a remunerated or paid bartender designated on a qualified organization's Annual Activity License. 68 IAC 21-8-15(2) allows the paid non-member bartender to sell pull-tabs, punchboards, tip boards, and raffle tickets during the normal work responsibilities.

To be an operator:

- The individual must be a member of the qualified organization for at least 60 days. According to IC 4-32.3-5-13 the only exception is the remunerated bartender associated with an annual activity license.
- The individual must be eighteen (18) years of age. IC 4-32.3-5-17(a)(2) and 68 IAC 21-10-9(e).
- **Individuals cannot be convicted of a felony within ten (10) years of the event. IC 4-32.3-5-7**

Operators may not receive remuneration (pay or tips) for conducting or assisting in conducting any allowable event/activity. The only exception is the remunerated (paid) bartender on an annual activity license, who is paid or tipped for non-gaming activities.

An operator may never participate in charity gaming on the same day that they served as an operator. IC 4-32.3-5-11(a). An individual may only serve as an operator on no more than three (3) qualified organizations licenses during a calendar month. IC 4-32.3-5-10(b). Your organization must keep complete membership records available for Commission review.

### **What is a Worker**

Workers are members of a qualified organization who helps or participates in any manner in conducting or assisting in conducting an allowable activity (IC 4-32.3-2-40), including but not limited (68 IAC 21-8-19) to:

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 activity;
5. Redeeming a pull-tab, punchboard or tip board valued at \$50 or less

### **To be a worker:**

- Individuals must be a member of the qualified organization for at least thirty (30) days before the allowable activity. (exceptions below) IC 4-32.3-5-14(a)
- Individuals must be eighteen (18) years of age. IC 4-32.3-5-17 and 68 IAC 21-10-9(e)
- **Individuals cannot be convicted of a felony within ten (10) years of the event. IC 4-32.3-5-7**

Exception to membership requirement for a worker:

- An individual is a full-time employee of the qualified organization that is conducting the allowable activity. IC 4-32.3-5-14(c)
- An individual is a member of another qualified organization and the individual's participation is approved by the Commission. IC 4-32.3-5-14(c) (Nonmember Participation Approval, Form CG-NPA)
- Individual is serving as a Volunteer Ticket Agent (VTA) through a retail establishment and approval was obtained by the Commission. IC 4-32.3-5-8(c)



Workers may not receive remuneration (pay or tips) for conducting or assisting in conducting any allowable activity. The only exception is a full-time employee may receive compensation ordinarily provided to the employee during the employee's employment. IC 4-32.3-5-8(c)

A worker may never participate in charity gaming activities on the same day that they served as a worker. IC 4-32.3-5-11

Your organization must keep complete membership records available for Commission review.

### **Members of my organization**

A member of your organization is someone who meets all the requirements provided in the organization's governing documents, including Bylaws, Articles of Incorporation, Charter, etc. If the organization's governing documents do not define membership, then IC 4-32.3-2-24 (4) has determined that the Board of Directors or Board of Trustees would be the members of the organization.

## Non-Members participation

### Full-Time Employee

A full-time employee that works at least 32 hours per week or 1,662 hours per year in a capacity that is not related to charity gaming may assist with events after they have been employed for at least thirty (30) consecutive days.

### Non-Member Participation Form, CG-NPA

Members of another Qualified Organization may assist your organization as workers only if the Non-Member Participation Form, CG-NPA has been approved by both organizations and the Indiana Gaming Commission. This is the licensed organization's event, and the other organization must be qualified with the Charity Gaming Division of the Indiana Gaming Commission. Any shared revenue must be deposited into each organization's charity gaming bank account.

### How Much is a Gaming License

The fee for the first license is \$50, except for the Convention License which is always a \$250 license fee for each license acquired.

Subsequent license fees are based on the gross receipts received from the last similar license type, note the exception listed above. Gross receipts are made up of all income received from gaming activities at an event.

Once a financial report is completed for your event(s) (Single and Festival Activity License financial reports are due 10 days after the event, Annual Activity License financials are due the 10<sup>th</sup> day of the month your license will expire) the next license fee calculation is the last section of the financial report. License fees are to be submitted with an actual license application and NOT the financial report. Organizations should maintain a copy for their records to determine the next license fee. To see a copy of the license fee schedule or chart go to the Single Activity License Financial Report, CG-SL FR, State Form number 56748.

(Need to insert fee schedule a link to fee schedule)

### Security

A qualified organization may employ up to three **nonmember** Indiana law enforcement officers or **nonmember** private detectives who are properly licensed by the Indiana Professional Licensing Agency to perform security services during an allowable activity/event. 68 IAC 21-10-9 (f)

## **Raffles and Alcohol**

A qualified organization may award alcohol as a prize at an authorized allowable event without obtaining an alcoholic beverage permit.

The alcohol prize must:

- Have been purchased by the organization or donated to the organization by a person or permittee.
- Be in sealed bottles or cases.
- Provided for consumption off the premises only.
- The winner must be present at the event to claim their prize.
- The winner must be at least 21 years of age.
- Operator awarding the prize must be 21 years of age.

Additional information or clarification would be from the Alcohol and Tobacco Commission or IC 7.1.

## **Advertising a Licensed/Authorized Event**

- Organization must have a valid license or authorization, before advertising or selling tickets of any kind (admission, raffle, etc.)
- Printed advertisements, 68 IAC 21-10-2, such as flyers, newspaper, etc. require:
  - Organization's legal name
  - Valid license number (found on license upper right-hand corner)
  - IGC Reference number (found on license lower left-hand corner)
- Broadcast media advertising, such as radio and television, IC 4-32.3-5-18, require:
  - Announce or show Organization's legal name
  - Valid authorization is on file with the Indiana Gaming Commission, Charity Gaming Division

## **Advertising an Exempt Activity Notification**

For an exempt event activity printed and broadcast media advertising must state or announce that the exempt event activity notification is on file with the commission, 68 IAC 21-10-2 (c)

## **Required Signage**

- A copy of the Charity Gaming Authorization – License or Exempt Activity Notification 68 IAC 21-10-3

- Signage that can be seen from at least ten (10) feet away, stating, “TIPPING IS NOT ALLOWED”
- A copy of the Organization House Rules for how the event will be conducted.

### **Required Reports**

All qualified organizations are required to track all funds being deposited or paid out related to your charity gaming events, expenses incurred, and monies disbursed for charitable purposes. 68 IAC 21-11-1

The following forms, could be required based on your organization's authorization:

**Event Summary Reports, ESR** are **mandatory** to be completed by **all** qualified organizations, using Exempt Activity Notifications, Activity Licenses, Candidate Committees. These reports help the organization to complete the necessary financial reports that are due after your charity gaming activities.

Event Summary Reports **are NOT submitted** to the Charity Gaming Division unless a request has been made to review these documents.

Organizations are required to keep these completed reports with their charity gaming records.

There are two different event summary report forms:

**Event Summary Report, ESR** – Used by most organizations to record the monies received from each type of activity and the associated cash (or tangible) prize payouts with each type of activity that may be conducted.

**Event Summary Report, ESR-DWM-** may be helpful for organizations that are conducting drawings on a regular basis, such as weekly (raffle boards), daily (sign up) or monthly to record the monies received from each type of activity and the associated cash (or tangible) prize payouts with each activity that may be conducted.

**Single Activity License Financial Report, CG-SL FR** is to be completed by all Single Activity and Festival Activity License holders. The financial report is due 10 days after the close of your activity. Annual Activity License holders may also use the Single Activity or Festival Activity License for certain activities and would be required to complete this report for those activities.

**Single License Annual Gross Receipts Report, CG-SL GR** is completed by all qualified organizations that conduct charity gaming activities under Single Activity or Festival Activity Licenses only. This report covers the fiscal accounting period of July 1 through June 30 of the following year. The report is due by August 15<sup>th</sup>.

**Annual Activity License Financial and Gross Receipts Report, CG-AL FGR** is to be completed by all qualified organizations that conduct charity gaming activities under an Annual Activity License, as well as Single or Festival Activity Licenses. These reports are due the 10<sup>th</sup> day of the month your license will expire. The accounting periods are determined by the expiration date of the gaming license and will normally end two months before the expiration date and cover a twelve-month period.

**Multi Year Financial/Gross Receipts, CG-AL MY** is to be completed by all Two-Year Civic Organizations or Three-Year Veterans Organizations that conduct charity gaming activities under an Annual Activity license that is valid for multiple years. These reports are due annually by the 10<sup>th</sup> day of the month that the license will expire or the month of their license anniversary. The accounting periods are determined by the expiration date of the gaming license and will normally end two months earlier. Anniversary fees are due annually when your license is not expiring.

Your organization is required to grant the Commission unrestricted access to all your records per IC 4-32.3-9-2 (5) and 68 IAC 21-11-1 (c) including membership, financial records, and receipts for purchase of licensed supplies.

### **Records Retention**

Charity gaming records are to be kept for three years plus the current year. Records older may be properly destroyed. 68 IAC 21-11-1

Records are, but not limited to:

- Seal Cards
- Flare Cards
- Event Summary Reports
- Applications and corresponding financial reports
- Bank ledgers, statements, records
- The number of the bank account being used
- The name where the account resides
- The date the transaction took place
- The check or transaction number
- To whom the funds were disbursed

- The amount of funds being disbursed
- The reason for the disbursement
- The balance of the account before and after disbursement
- The deposit or transaction number of any deposit into the account
- Date of any deposit into the account
- Where the funds for the deposit came from
- The reason for deposit
- The balance in the account before and after the deposit

### **Charity Gaming Funds**

Charity Gaming proceeds are to be used to further your organization's nonprofit lawful purpose. (68 IAC 21-10-16) You may review the Allowable Expenses document on our website at [www.IN.gov/igc](http://www.IN.gov/igc) under Charity Gaming Division.

If you have reviewed the Allowable Expenses and still have questions you may contact the charity gaming division by email at [charitygaming@igc.in.gov](mailto:charitygaming@igc.in.gov) or call (317) 232-4646 and leave a message for a coordinator to return your call.

All payments made by a qualified organization must be made by check or debit card from the organization's separate and segregated charity gaming checking account.

### **Discipline/Penalties**

The Commission may suspend or revoke the license of, or levy a civil penalty against, a qualified organization or an individual under IC 4-32.3-8 for any of the following reasons:

- Violation of a provision of this article (IC 4-32.3) or rule of the Commission (68 IAC 21).
- Failure to accurately account for bingo cards, bingo boards, bingo sheets, bingo pads, pull tabs, punchboards and/or tip boards.
- Failure to accurately account for sales proceeds from an authorized activity.
- Commission of fraud, deceit or misrepresentation.
- Conduct prejudicial to public confidence in the Commission – meaning conduct that gives the appearance of impropriety, including the failure to file tax returns, conducting gaming activity without a license, sports betting, operating a gambling device, using or possessing a computer or other technology aid or any other activity that is illegal under IC 35-45-5-1.

Civil penalties may be imposed upon a qualified organization or an individual.

- No more than \$1,000 for the first violation.
- No more than \$2,500 for the second violation.
- No more than \$5,000 for each additional violation.

### **Contact Us**

Call for an appointment/drop off available.

Indiana Gaming Commission  
East Tower, Suite 1600  
101 W Washington Street  
Indianapolis, IN 46204

Charity Gaming Division  
Website: [www.in.gov/igc](http://www.in.gov/igc)  
Email: [charitygaming@igc.in.gov](mailto:charitygaming@igc.in.gov)  
Call: (317) 232-4646

### **Complaint Hotline Number**

1-866-610-8477

## Definitions

### "Accounting period"

"Accounting period" means the period for which a licensed entity reports to the gaming commission the entity's income, expenses, and charitable contributions.

### "Allowable event"

"Allowable event" means:

- (1) a bingo event;
- (2) a casino game night;
- (3) a raffle;
- (4) a festival;
- (5) a sale of pull tabs, punchboards, or tip boards; or
- (6) a gambling activity under [IC 4-32.3-4-11](#);

conducted by a qualified organization in accordance with this article and rules adopted by the commission under this article.

### "Bingo"

"Bingo" means a game conducted in the following manner:

- (1) Each participant receives at least one (1) card, board, pad, or piece of paper marked off into twenty-five (25) squares that are arranged in five (5) vertical rows of five (5) squares each, with each row designated by a single letter, and each box containing a number, from one (1) to seventy-five (75), except the center box, which is always marked with the word "free".
- (2) As the caller of the game announces a letter and number combination, each player covers the square corresponding to the announced number, letter, or combination of numbers and letters.
- (3) The winner of each game is the player who is the first to properly cover a predetermined and announced pattern of squares upon the card used by the player.

### "Bingo card" or "bingo paper"

"Bingo card" or "bingo paper" means permutations of letter and number combinations printed on reusable or



nonreusable card or paper stock containing five (5) rows of five (5) squares, each imprinted with randomly placed numbers, one (1) through seventy-five (75), except for the center square, which is always marked with the word "free". The letters "B-I-N-G-O", in this order, must also be imprinted above each of the five (5) columns. The numbers one (1) through fifteen (15) are assigned to the "B" column. The numbers sixteen (16) through thirty (30) are assigned to the "I" column. The numbers thirty-one (31) through forty-five (45) are assigned to the "N" column. The numbers forty-six (46) through sixty (60) are assigned to the "G" column. The numbers sixty-one (61) through seventy-five (75) are assigned to the "O" column. A serial number consisting of at least five (5) alpha characters or numeric characters, or both, must be printed on each item manufactured and sold.

### **"Bingo equipment"**

"Bingo equipment" means all paraphernalia used to conduct bingo, including, but not limited to, the following:

- (1) Random number selection equipment.
- (2) Designators, such as bingo balls.
- (3) Designator receptacles.
- (4) Number display boards.
- (5) Display devices

The term does not include audio or video equipment, which plays no part in the conduct of the games other than communicating the progress of the game. The term does not include any computer or other technological aid, which is either of the following:

A device that uses electronic or electromagnetic media to assist a player by projecting the outcome of the game, keeping track of the number and letter combinations called in bingo, analyzing the probability of the occurrence of an activity relating to the bingo, or analyzing the strategy for playing bingo; or

A device, such as a computer, telephone, cable, television, satellite, the Internet, or device that broadcasts the playing of a game or links gaming activities.

### **"Bingo supplies"**

"Bingo supplies" includes, but is not limited to, any of the following:

- (1) Bingo paper.
- (2) Bingo cards.
- (3) Concealed face bingo cards.
- (4) Other devices designed to cover squares on a bingo card or bingo paper.

**"Bona fide charitable organization"**

"Bona fide charitable organization" means an organization operating in Indiana that is not for pecuniary profit and is exempt from federal income taxation under Section 501(c) of the Internal Revenue Code.

**"Bona fide civic organization"**

"Bona fide civic organization" means a branch, lodge, or chapter of a national or state organization that is not for pecuniary profit or a local organization that is not for pecuniary profit and not affiliated with a state or national organization whose written constitution, charter, articles of incorporation, or bylaws provide that the organization is organized primarily for civic, fraternal, or charitable purposes.

**"Bona fide fraternal organization"**

"Bona fide fraternal organization" means a type of bona fide civic organization that:

- (1) is a branch, lodge, or chapter of a national organization; and
- (2) exists for the common charitable purposes, brotherhood, and other interests of its members.

**"Bona fide national foundation"**

"Bona fide national foundation" refers to an organization that:

- (1) operates without profit to the organization's members;
- (2) is exempt from taxation under Section 501 of the Internal Revenue Code;
- (3) is related in both its mission and organization to a bona fide national organization; and
- (4) has provided grants to Indiana organizations in aggregate amounts that annually exceed fifty thousand dollars (\$50,000) in the preceding calendar year in which the organization applies for a license under this article.

**"Bona fide national organization"**

"Bona fide national organization" refers to an organization that:

- (1) operates without profit to the organization's members;
- (2) is exempt from taxation under Section 501 of the Internal Revenue Code;
- (3) has a national membership; and
- (4) has been continuously in existence in Indiana for at least one (1) year.

**"Bona fide out-of-state charitable organization"**

"Bona fide out-of-state charitable organization" refers to an organization that:

- (1) operates without profit to the organization's members;
- (2) is exempt from taxation under Section 501 of the Internal Revenue Code;
- (3) has a constitution, articles, charter, or bylaws that contain a clause that provides that upon dissolution all remaining assets shall be used for the nonprofit's stated purposes; and
- (4) is otherwise ineligible to obtain a charity gaming license in Indiana.

**"Bona fide political organization"**

"Bona fide political organization" means a party committee, association, fund, or other organization, whether incorporated or not, organized and operated primarily for the purpose of directly or indirectly accepting contributions or making expenditures, or both, for an exempt function (as defined in Section 527 of the Internal Revenue Code).

The term does not include a candidate's committee (as defined in [IC 3-5-2-7](#)).

**"Bona fide veterans organization"**

"Bona fide veterans organization" means a local organization or a branch, lodge, or chapter of a state or national organization chartered by the Congress of the United States that is not for pecuniary profit and that:

- (1) consists of individuals who are or were members of the armed forces of the United States; and
- (2) is organized for the mutual support and advancement of the organization's membership and patriotic causes.

### **"Calendar..."**

"Calendar day" means one (1) continuous twenty-four (24) hour period beginning at 12:01 a.m. and ending at 11:59 p.m.

"Calendar week" means one (1) continuous seven (7) day period beginning on 12:01 a.m. Sunday and ending at 11:59 p.m. on the following Saturday.

### **"Casino game night"**

"Casino game night" means an event in which wagers are placed upon the following permitted games of chance using imitation money:

- (1) A card game approved by the commission.
- (2) A dice game approved by the commission.
- (3) A roulette wheel approved by the commission.
- (4) A spindle approved by the commission.

The term does not include an event at which wagers are placed upon any of the following:

- (1) Bookmaking.
- (2) A slot machine.
- (3) A one-ball machine or a variant of a one-ball machine.
- (4) A pinball machine that awards anything other than an immediate and unrecorded right of replay.
- (5) A policy or numbers game.
- (6) A banking or percentage game played with cards or counters, including the acceptance of a fixed share of the stakes in a game.

### **"Charitable government services organization"**

"Charitable government services organization" means a bona fide charitable organization that meets the following requirements:

- (1) The organization:
  - (A) operates; and

(B) is in existence;

in Indiana.

(2) The organization has a constitution, articles, charter, or bylaws that contain a clause

that provides that upon dissolution all remaining assets shall be used for the organization's stated purposes.

(3) The organization is exempt from federal income taxation under Section 501(c)(3)

of the Internal Revenue Code.

(4) The organization has a contract with the department of child services to provide child welfare services.

(5)

**"Commission"**

"Commission" means the Indiana gaming commission established by [IC 4-33-3-1](#).

**"Concealed face bingo card"**

"Concealed face bingo card" means a nonreusable bingo card constructed to conceal the card face. This type of card

is commonly referred to under trade names, which includes, but is not limited to, the following:

(1) Tear-Open.

(2) Bonanza Bingo.

(3) Bull's-eye.

(4) Fortune Cards.

**"Deal"**

"Deal" means each separate package, or series of packages, consisting of one (1) game of pull tabs or tip boards with

the same serial number.

### **"Dispensing device"**

"Dispensing device" means a mechanical or electromechanical device with one (1) or more stacking columns that dispenses a licensed supply or raffle ticket only after a player inserts an appropriate amount of coin or currency. The term does not include a device that electronically generates a pull tab or electronically displays the results of a pull tab.

### **"Department"**

"Department" means the department of state revenue.

### **"Door prize"**

"Door prize" means a prize awarded to a person based solely upon the person's paid attendance at a charity fundraising event or the purchase of a ticket to attend a charity fundraising event.

### **"Executive director"**

Executive director" means the executive director of the Indiana gaming commission appointed under [IC 4-33-3-18](#).

### **"Exempt event"**

"Exempt event" means an allowable activity conducted by a qualified organization under IC 4-32.3-4-3 for which a charity gaming license is not required.

### **"Flare"**

"Flare" means the board or placard enclosed with or accompanying each punchboard or deal of pull tabs and tip boards that has printed on, or affixed to it, the following information:

- (1) The name of the game.
- (2) The manufacturer's name or distinctive logo.
- (3) The game form number.
- (4) The ticket count.
- (5) The prize structure for the game, which includes the number of winning pull tabs by denomination and their respective winning symbol or symbols or number or numbers combination.

(6) The cost per ticket.

(7) The serial number of the game.

(8) If the seal card serves as the game flare, it must contain the information required in subdivisions (1) through (7), unless the manufacturer provides an additional flare containing the required information.

**"Full-time employee"**

"Full-time employee" means an individual who:

(1) is and has been employed by a particular qualified organization for at least thirty (30) consecutive days as of the date of the qualified organization's allowable event; and

(2) works at least an average of thirty-two (32) hours per week or one thousand six hundred sixty-two (1,662) hours per year for the qualified organization in a capacity that is primarily unrelated to the qualified organization's charity gaming operations.

**"Fund"**

"Fund" means the charity gaming enforcement fund established by [IC 4-32.3-7](#).

**"Gross revenue/ Gross receipts"**

"Gross revenue" means "Gross receipts". The entire amount of receipts accrued, actually or constructively, without any deductions.

**"Guessing game"**

The commission may issue a single or annual activity license that permits a qualified organization to conduct a guessing game.

**"Indiana affiliate"**

"Indiana affiliate" refers to either of the following:

(1) An Indiana chapter or other subdivision of a bona fide national organization that:

(A) operates without profit to the organization's members; and

(B) is exempt from taxation under Section 501 of the Internal Revenue Code.

(2) An association, whether incorporated or not, or a committee of Indiana residents authorized by a bona fide national foundation to conduct allowable activities and other fundraising events for the benefit of the bona fide national foundation.

### **"Key person"**

"Key person" means any:

- (1) officer;
- (2) director;
- (3) executive;
- (4) employee;
- (5) trustee;
- (6) substantial owner;
- (7) independent owner;
- (8) agent; or
- (9) any other individual adopted in rules under [IC 4-22-2](#);

of a business entity that has the power to exercise management or operating authority over the business entity or its affiliates.

### **"Lawful purposes"**

"Lawful purposes" means one (1) or more of the authorized purposes stated in a qualified organization's written

bylaws, constitution, charter, or articles of incorporation and is on file with the commission, or any of the purposes set forth in the 501(c) Section of the Internal Revenue Code under which the qualified organization is tax exempt.

### **"Licensed supply"**

"Licensed supply," means any supplies, devices, or equipment critical to the conduct of any gaming activities at an allowable activity, including the following:

- (1) Roulette and any other prize wheels.



- (2) Bingo supplies and equipment.
- (3) Seal cards.
- (4) Pull tabs.
- (5) Punchboards.
- (6) Tip boards.
- (7) Dispensing devices.
- (8) Sports-themed tip boards
- (9) Game boards, including but not limited to, raffle and coin boards.
- (10) Any other gaming materials designed to be used in and necessary to conduct an allowable activity and specified by the executive director or commission.

**"Marketing sheet"**

"Marketing sheet" means additional information published about a wagering game that describes winnings.

**"Member"**

"Member" means any of the following:

- (1) An individual entitled to membership in a qualified organization under the bylaws, articles of incorporation, charter, or rules of the qualified organization.
- (2) A member of the qualified organization's auxiliary.
- (3) In the case of a qualified organization that is a public or nonpublic school (as defined in [IC 20-18-2-12](#)), any of the following:
  - (A) A parent of a child enrolled in the school.
  - (B) A member of the school's parent organization.
  - (C) A member of the school's alumni association.
  - (D) An employee of the school.
  - (E) An officer of the school.
  - (F) A student enrolled in the school.
- (4) A member of a qualified organization's board of directors or board of trustees.

## **"Operator"**

"Operator", as defined in IC 4-32.3-2-25, means either of the following:

(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 a charity gaming activity;

(B) keeping records of a charity gaming activity;

(C) announcing the letter-number combination at a bingo event;

(D) conducting:

(i) the winning draw for a raffle; or

(ii) 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.

(2) A remunerated bartender designated on a qualified organization's annual license. A remunerated bartender is limited to participating in the sale and redemption of:

(A) pull tabs;

(B) punchboards; and

(C) tip boards;

on the premises of the qualified organization

## **"Professional sports team foundation"**

"Professional sports team foundation" means a bona fide charitable organization that meets the following requirements:

(1) The organization:

- (A) operates; and
- (B) is in existence;

in Indiana.

(2) The organization has a constitution, articles, charter, or bylaws that contain a clause that provides that upon dissolution all remaining assets shall be used for the organization's stated purposes.

(3) The organization is exempt from federal income taxation under Section 501(c)(3) of the Internal Revenue Code.

(4) The organization is affiliated with a franchise in the National Football League, the National Basketball Association, or Major League Baseball.

### **"Progressive bingo"**

"Progressive bingo" means a bingo game in which, if no person matches the predetermined pattern of squares upon the card within a specified number of balls called, the same game will be played later:

- (1) for an increased amount of money;
- (2) for increased balls called; or
- (3) as described in both subdivisions (1) and (2).

### **"Progressive or carryover pull tab"**

"Progressive or carryover pull tab" means a pull tab game played with a seal card that is designed by the manufacturer to include a jackpot prize that is carried over to a subsequent deal of the same form number, in the event the jackpot prize is not won.

### **"Pull tab"**

"Pull tab" means either of the following:

- (1) A game conducted in the following manner:
  - (A) A single folded or banded ticket or a two-ply card with perforated break-open tabs is bought by a player from a qualified organization.
  - (B) The face of each card is initially covered or otherwise hidden from view, concealing a number, letter, symbol, or set of letters or symbols.

(C) In each set of tickets or cards, a designated number of tickets or cards have been randomly designated in advance as winners.

(D) Winners, or potential winners if the game includes the use of a seal, are determined by revealing the faces of the tickets or cards. The player may be required to sign the player's name on numbered lines provided if a seal is used.

(E) The player with a winning pull tab ticket or numbered line receives the prize stated on the flare from the qualified organization. The prize must be fully and clearly described on the flare.

(F) A serial number consisting of at least five characters must be printed on each item manufactured and sold.

(G) A pull-tab may not be electronically generated.

(2) Any game played in a similar fashion as a game described in subdivision (1) that is approved by the commission.

### **"Punchboard"**

"Punchboard" means a card or board that contains a grid or section that hides the random opportunity to win a prize based on the results of punching a single section to reveal a symbol or prize amount. A serial consisting of at least five characters must be printed on each item manufactured and sold. A punchboard may not be electronically generated.

### **"Qualified card game"**

"Qualified card game" refers to any of the following card games:

- (1) Euchre.
- (2) Texas Hold'em poker.
- (3) Omaha poker.
- (4) Any other card game designated by the executive director.

### **"Qualified organization"**

"Qualified organization" refers to any of the following:

- (1) A bona fide charitable organization, including civic, fraternal, and veterans' organizations, operating in Indiana that:

(A) has a constitution, articles, charter, or bylaws that contain a clause that provides that upon dissolution all remaining assets shall be used for the nonprofit's stated purposes; and

(B) satisfies at least one (1) of the following requirements:

(i) The organization is in existence in Indiana.

(ii) The organization is affiliated with a parent organization that is in existence in Indiana.

(iii) The organization has reorganized and is continuing its mission under a new name on file with the secretary of state of Indiana and with a new tax identification number after having satisfied the requirements set forth in either item (i) or (ii).

(2) A bona fide political organization operating in Indiana that produces exempt function income (as defined in Section 527 of the Internal Revenue Code).

(3) A state educational institution (as defined in [IC 21-7-13-32](#)).

(4) A bona fide national organization operating in Indiana.

(5) A bona fide national foundation.

(b) For purposes of [IC 4-32.3-4-3](#), a "qualified organization" includes the following:

(1) A hospital licensed under [IC 16-21](#).

(2) A health facility licensed under [IC 16-28](#).

(3) A psychiatric facility licensed under [IC 12-25](#).

(4) An organization defined in subsection (a).

(c) Evidence that an organization satisfies subsection (a)(1)(B)(iii) includes the following:

(1) Evidence of the organization's continued use of a service mark or trademarked logo associated with the organization's former name.

(2) Evidence of the continuity of the organization's activities as shown in the federal income tax returns filed for the organization.

(3) Evidence of the continuity of the organization's activities as shown by the most recent annual external financial reviews of the organization prepared by a certified public accountant.

(4) Any other information considered sufficient by the commission.

(d) Unless the construction is plainly repugnant to the intent of the general assembly or the context of the statute, "qualified organization" refers to an Indiana affiliate of a bona fide national organization or bona fide national foundation.

(e) Any organization seeking to be a "qualified organization" must complete all forms required by the commission.

### **"Qualified recipient"**

"Qualified recipient" means:

- (1) a hospital or medical center operated by the federal government;
- (2) a hospital licensed under [IC 16-21](#);
- (3) a hospital subject to [IC 16-22](#);
- (4) a hospital subject to [IC 16-23](#);
- (5) a health facility licensed under [IC 16-28](#);
- (6) a psychiatric facility licensed under [IC 12-25](#);
- (7) an organization described in section 31(a) of this chapter;
- (8) an activity or a program of a local law enforcement agency intended to reduce substance abuse;
- (9) a charitable activity of a local law enforcement agency; or
- (10) a veterans' home.

### **"Raffle"**

"Raffle" means the selling of tickets or chances to win a prize awarded through a random drawing, including a door prize.

### **"Retail establishment"**

"Retail establishment" means a for-profit business maintaining a physical storefront presence in Indiana. The term

does not include qualified organizations or an organization that is eligible to become a qualified organization.

**"Seal card"**

"Seal card" means a board or placard used with pull tabs that contains one (1) or more seals, that when removed or opened, reveals a predesignated winning number, letter, symbol, or monetary denomination. A seal card may not be electronically generated.

**"Sports-themed tip board"**

"Sports-themed tip board" means a board, placard, or other device that contains a grid or list of predesignated

numbers or outcomes hidden behind a seal or opaque material. The winning numbers or outcomes are determined in whole or in part by the numerical score or outcome of one (1) or more sporting events approved by the commission, and the board, placard, or other device serves as the game flare for player registration.

**"Substantial owner"**

"Substantial owner" means:

- (1) a person holding at least a five percent (5%) ownership interest; or
  - (2) an institutional investor holding at least a fifteen percent (15%) ownership interest;
- in a business entity.

**"Surplus revenue"**

"Surplus revenue" means the amount of money in the charity gaming enforcement fund that is not required to meet the cost of administration and the cash flow need of the commission under this article, [IC 4-33-19](#), and [IC 4-33-20](#).

**"Tip board"**

"Tip board" means a board, a placard, or other device that is marked off in a grid or columns, with each section containing a hidden number or numbers or other symbols that determine a winner.

**"Tip board ticket"**

"Tip board ticket" is a single folded or banded ticket, or multi-ply card, the face of which is initially covered or

otherwise hidden from view to conceal a number, symbol, or set of symbols, some of which have been designated in advance and at random as prize winners. A tip board ticket may not be electronically generated.

**"Veterans' home"**

"Veterans' home" means either of the following:

- (1) The Indiana Veterans' Home.
- (2) The VFW National Home for Children.

**"Volunteer ticket agent"**

"Volunteer ticket agent" means a person acting on behalf of a qualified organization that:

- (1) receives no compensation from the qualified organization;
- (2) sells tickets at a raffle licensed under [IC 4-32.3-4-6](#), a festival under [IC 4-32.3-4-7](#), or a gambling activity under [IC 4-32.3-4-11](#); and
- (3) does not assist the qualified organization in conducting the allowable activity in any other way.

**"Water races"**

The commission may issue a single or annual activity license that permits a qualified organization to conduct a water race in the following manner:

- (1) Each item is marked with a number corresponding to the number on a ticket, chance, or entry purchased in a water race.
- (2) The winner of the water race is determined by the number on the item that crosses a designated finish line on the body of water first.

**"Worker"**

Except as provided in subsection, "worker" means an individual who helps or participates in any manner in conducting or assisting in conducting an allowable activity under this article.

(b) The following are not considered workers for the purposes of this article:

- (1) A patron dealing cards under [IC 4-32.3-5-11\(b\)](#).
- (2) A volunteer ticket agent.



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.
- (4) Selling tickets or chances to an allowable event.
- (5) Redeeming pull tabs, punchboards, and tip boards valued at fifty dollars (\$50) or less.