

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.]