

# CONDENSED LICENSING RULES

## Special Sales Permit for Manufacturer of Gambling Equipment / Paraphernalia

---

**WAC 230-03-025 Applying for a manufacturer's special sales permit.** (1) You may apply for a manufacturer's special sales permit if you:

- (a) Sell authorized gambling equipment; and
  - (b) Demonstrate that the anticipated profits from your sales will be below the cost of obtaining a manufacturer license.
- (2) Otherwise, you must apply for a manufacturer license.

**WAC 230-03-050 Additional information required from applicants for licensing.** (1) Applicants must give us details or copies of the following information on or attached to their application:

- (a) The name of the resident agent as required by state law, and the agent's business and home address; and
  - (b) Internal Revenue Service tax exemption letter, if one is necessary; and
  - (c) All lease or rental agreements, whether oral or written, between the applicant and the owner of the site where the applicant will conduct gambling activity; and
  - (d) Any franchise agreements or other agreements, whether written or oral, between the applicant and distributors or manufacturers of equipment or between the applicant and any other person whose agreements relate to gambling activities or gambling equipment; and
  - (e) All proposed financing, consulting, and management agreements or contracts between applicant and any gambling service supplier; and
  - (f) Enough personal information to ensure each substantial interest holder is qualified to hold a license or participate in an authorized gambling activity; and
  - (g) For commercial applicants: Articles of incorporation, limited liability corporation formation, partnership agreement, and other documents which set out the applicant's business structure; and
  - (h) For charitable and nonprofit organization applicants: Articles of incorporation and bylaws; or, if not a corporation, a copy of any bylaws and other documents which set out the organizational structure and purposes of the organization.
- (2) Applicants must also give us any other information we request within thirty days of the request or within any other time frame we provide.

**WAC 230-03-055 Reporting changes to application.** You must notify us if any information required on the application changes or becomes inaccurate in any way within ten days of the change.

**WAC 230-05-005 Fees for review of gambling equipment, supplies, services, or games.** You must apply to us if you want to submit gambling equipment, supplies, services, or games for our review. You must pay the application deposit before we perform the review. You must also reimburse us for any additional costs of the review.

**WAC 230-06-050 Review of electronic or mechanical gambling equipment.** (1) Persons who wish to submit gambling equipment, supplies, services, or games for our review to verify compliance with chapter 9.46 RCW and Title 230 WAC must pay the application deposit before we perform the review. They must also reimburse us for any additional costs of the review.

(2) We may require manufacturers to submit certain electronic or mechanical gambling equipment for review. The equipment must meet technical standards for compliance, accuracy, security, and integrity. To allow for continued testing and training, staff may keep any equipment submitted for review for as long as the equipment remains in play in Washington. The manufacturers must reimburse us for any costs of the review. The commissioners and commission staff are not liable for any damage to equipment while in our possession.

(3) Licensees must operate equipment identical to the version the director or director's designee approved.

(4) If persons submitting equipment do not agree with the director or director's designee's decision, they may file a petition for declaratory order with the commission to be heard as a full review (*de novo*) by an administrative law judge, according to RCW 34.05.240 and chapter 230-17 WAC.

**WAC 230-06-080 Report changes to application information and submit updated documents and information.** (1) Licensees must notify us in writing if any information filed with the application changes in any way within thirty days of the change.

(2) Licensees must submit to us any new or updated documents and information, including the following:

(a) Articles of incorporation or bylaws, or any other documents which set out the organizational structure and purposes; and

(b) All oral or written contracts and agreements which relate to gambling activities or alter the organizational structure of the licensee's organization or business activities in Washington; and

(c) All cash or asset contributions, draws from lines of credit, and loans (except those from recognized financial institutions) during any calendar year which by themselves or totaled together are more than ten thousand dollars. Cash or asset contributions do not include donations to licensed charitable or nonprofit organizations; and

(d) Internal Revenue Service tax deductible status of contributions for charitable and nonprofit organizations.

**WAC 230-06-085 Report criminal actions filed.** (1) Licensees must report to us in writing within thirty days all criminal actions filed against the licensee, any manager of the licensed gambling activity, the business organization, or any person holding a substantial interest in the business organization.

(2) We must receive a copy of the final written decision or settlement within thirty days after the case is resolved.