



**Staff Proposed Rule Making**  
**New, Amended, and Repealed Rules**  
WAC 230-03-018, 230-05-126, and 230-05-132  
New Rule WAC 230-03-028

**August 2025 – Discussion and possible filing**  
**July 2025 – Discussion only**  
**May 2024 – Initiate Rule Making**

**Tab 8: August 2025 Commission Meeting Agenda.**

**Statutory Authority 9.46.070**

**Who Proposed the Rule Change?**

Washington State Gambling Commission Staff

**Background**

**BOLD = Changes made since July 2025 Commission Meeting**

The Washington State Gambling Commission has been working to replace the current legacy IT systems since March 2023 in an effort to modernize technology. As we approach implementation of the new IT systems, commission staff has identified several chapters of WAC Title 230 that will need to be updated. These rule changes will correspond to the new capabilities of the new IT system and allow for more efficient processes for staff, licensees, and applicants. For example, the new IT systems will allow for electronic submission of documents, electronic notification, and electronic service of documents.

These rule changes will likely affect several different WAC chapters, including but not limited to permitting and licensing rules (230-03), fees (230-05), rules for all licensees (230-06), fund-raising event rules (230-09), bingo rules (230-10), and hearing rules (230-17).

At the May 2024 Commission meeting, Commissioners approved initial rulemaking to address necessary changes associated with IT modernization. Since the May 2024 Commission meeting, staff have worked with contractors to develop new IT systems. As we near implementation of the new systems, staff have identified the following rules to be created or amended:

- WAC 230-03-018 One annual change of bingo premises allowed. This proposed rule change simplifies the application.
- WAC 230-03-028 (NEW RULE) Online application requirements. The goal is to have all applicants, licensees and permit holders to apply online. However, in the case of individuals who are unable to do so, this allows for a waiver for good cause. Good cause for preventing submissions online would apply to those who don't have access to the internet or another circumstance which would prevent an individual from submitting online.
- WAC 230-05-126 Online filing and payments required with waivers available upon request for good cause. Polaris will create a more efficient and streamlined process for filing reports and paying fees online for licensees. This rule changes clarifies who must file reports and pay fees online. This will allow for waivers if an individual is unable to do so online. Waivers will be granted for good cause such as if an individual does not have internet access.
- WAC 230-05-132 Late filing of quarterly license reports or late payments of quarterly license fees – Penalties. The proposed changes:
  - Clarify the due date of the quarterly license fee to be due at the end of the month following instead of 30 days.
  - Allow us to extend filing requirements for quarterly reports.
  - Allow licensees additional time or the ability to have fees waived for good cause.

- WAC 230-06-048 (NEW RULE) Gambling equipment inquiries. Inquiries for us to determine if equipment meets the definition of gambling equipment require an application and a deposit before we conduct the review. Inquiry submissions will be accepted online with a flat fee:
  - The proposed changes would require amendments to WAC 230-05-160 and WAC 230-05-170 as well to establish the associated fee.

At the July commission meeting, Commissioners had an opportunity to discuss the proposed rule changes and allowed time for public comments. No comments were offered.

On July 23, 2025, staff held meetings with Tribal Partners and the public to hear general feedback regarding this rule change. Commenters asked brief clarifying questions regarding the process and draft language but generally expressed support for the proposed changes.

After considering this feedback and upon further internal discussion, staff decided not to proceed with the new gambling equipment inquiry rule. Therefore, staff removed the proposed new rule, WAC 230-06-048, and the amendments to WAC 230-05-160 and WAC 230-05-170 from this rule package

Attachments:

- New and revised WAC 230-03 and WAC 230-05.

#### Feedback

James Lambert provided public comment at the public feedback meeting held on July 24, 2025. Mr. Lambert expressed support for the rule changes, but suggested adding clarifying language to the proposed gambling equipment inquiry rule.

#### Staff Recommendation

Staff recommends filing the draft language for further discussion.

**WAC 230-03-018 One annual change of bingo premises**

**allowed.** (1) Once each license year, a bingo licensee may apply to play bingo at a different location (special property bingo).

(2) The bingo activity is limited to:

(a) Three consecutive days; and

(b) Sixteen consecutive hours each day.

(3) The application must be submitted ~~include the following information and fee,~~ at least fifteen days before the event. ~~first date, which includes:~~

~~(a) Name and address of the proposed location and dates of activity; and~~

~~(b) Names and addresses of all persons who have an interest of any kind in those premises; and~~

~~(c) Amount of rent, if any, that would be paid for the use of the premises; and~~

~~(d) Rent calculation.~~

(4) The special property bingo permit must be posted on the premises during the event.

[Statutory Authority: RCW 9.46.070. WSR 08-03-062 (Order 623), § 230-03-018, filed 1/14/08, effective 2/14/08.]

WAC 230-03-028 Online filing required. (1) All applicants, licensees, and permit holders must submit the following, if available, online:

(a) All new, renewal, and change applications, and

(b) Gambling equipment submissions and inquiries.

(2) If you are unable to submit online, you must request a waiver in writing. Waivers will be granted if an individual or organization can show good cause. The reasons for good cause include:

(a) You do not have access to the internet using your own computer or similar equipment; or

(b) Some other circumstance or condition exists that, in our judgment, prevents you from submitting online.

WAC 230-05-126 Online Quarterly License Report filing ~~and~~  
~~payments~~ required with waivers available upon request for good  
cause. (1) All- licensees must submit Quarterly Licensing  
Reports ~~the following~~ online, ~~where applicable~~.

~~(a) Renewal application and base license fees; and~~

~~(b) Quarterly license fees; and~~

~~(c) Quarterly license reports.~~

(2) We may waive ~~these~~ this requirements if a licensed  
organization can show good cause. The reasons for good cause  
include:

(a) You do not have access to the internet using your own  
computer or similar equipment; or

~~(b) You do not have a bank account; or~~

~~(c) Your bank is unable to send electronic fund  
transactions; or~~

~~(d)~~ b) Some other circumstance or condition exists that, in  
our judgment, prevents you from submitting online.

~~(3) We may waive these requirements if a licensed individual can show good cause. The reasons for good cause include:~~

~~(a) You do not have access to the internet using your own computer or similar equipment; or~~

~~(b) You do not have a bank account or credit card; or~~

~~(c) Your bank is unable to send electronic fund transactions; or~~

~~(d) Some other circumstance or condition exists that, in our judgment, prevents you from submitting online.~~

~~(4) You must request a waiver when applying for a new license or permit.~~

~~(5) A waiver will cover all fees and reports required under subsection (1) of this section.~~

[Statutory Authority: RCW 9.46.070, 9.46.075, 9.46.140, 9.46.153, 9.46.210. WSR 21-16-072, § 230-05-126, filed 7/30/21, effective 8/30/21. Statutory Authority: RCW 9.46.070. WSR 18-05-026, § 230-05-126, filed 2/9/18, effective 5/1/18.]

**WAC 230-05-132 Late filing of quarterly license reports or late payment of quarterly license fees—Penalties.** (1) Licensees who do not file their quarterly license reports and/or pay quarterly license fees by the end of the month following ~~within thirty days from~~ the end of each quarter are in violation of this chapter.

(2) The commission may, for good cause shown in writing, extend the time for making and filing any return, and may grant such reasonable additional time within which to make and file returns as it may deem proper.

(3) Licensees will be afforded one thirty-day late filing and payment period after their quarterly license reports and quarterly license fees are due. However, a twenty-five dollar fee will be charged for each day a licensee fails to file a quarterly license report or pay quarterly license fees during the thirty-day late filing and payment period.

(3) A licensee's failure to file quarterly license reports or pay quarterly license fees during the thirty-day late filing and payment period could result in administrative action against ~~your~~ their licenses.

(4) The commission may, for good cause shown in writing, reduce or waive late filing fees as it may deem proper.

~~(4)~~ (5) Licensees will be responsible for paying any outstanding license fees including, but not limited to, late fees and any additional costs associated with the collection of these fees before a license suspension is lifted or a new licensing application is approved.

[Statutory Authority: RCW 9.46.070. WSR 18-05-026, § 230-05-132, filed 2/9/18, effective 5/1/18.]