

# Orientation Information Distributors, Service Suppliers, and their Representatives

- I. 230-03 Permitting and Licensing Rules**
- II. 230-06 Rules for all Licensees**
- III. 230-16 Manufacturer, Distributor, and Gambling Service Supplier Rules**

The material provided in this document is intended to assist licensed distributors, service suppliers, and any representatives who work for these licensees to understand the rules and laws that govern the activity in which they are involved.

We have provided you with a selection of the specific rules governing the activity you are licensed to conduct. Since rules change periodically, please refer to your employers Washington State Gambling Commission rules manual or our [agency's website for the current set of rules.](#)

## **I. 230-03 Permitting and Licensing Rules**

- WAC 230-03-190** Applying for a distributor license.
- WAC 230-03-195** Additional information required from manufacturer and distributor license applicants.
- WAC 230-03-200** Defining “gambling equipment.”
- WAC 230-03-210** Applying for a gambling service supplier license.
- WAC 230-03-211** Defining “lending agent,” “loan officer,” or “placement agent.”
- WAC 230-03-212** Defining “regulated lending institution.”
- WAC 230-03-215** Gambling service suppliers prohibited from assuming ultimate responsibility.
- WAC 230-03-220** Marketing level restrictions for punch board or pull-tab manufacturers, distributors, or operators.
- WAC 230-03-225** Marketing level restrictions for punch board or pull-tab gambling service suppliers.

**I. 230-03 Permitting and Licensing Rules (Continued)**

- WAC 230-03-300** Applying for a manufacturer's representative license.
- WAC 230-03-305** Applying for a distributor's representative license.
- WAC 230-03-310** Applying for a gambling service supplier's representative license.
- WAC 230-03-320** Substantial interest holders not required to be licensed as representatives.
- WAC 230-03-325** Office, clerical, or warehouse workers not required to be licensed as representatives.
- WAC 230-03-330** Representing only one employer at a time.
- WAC 230-03-335** Representatives must not work before receiving a license.
- WAC 230-03-340** Gambling service supplier representative must report conflicts of interest.

**II. 230-06 Rules for All Licensees**

- WAC 230-06-080** Report changes to application information and submit updated documents and information.
- WAC 230-06-085** Report criminal actions filed.
- WAC 230-06-090** Report administrative and civil actions filed.
- WAC 230-06-095** Change given name, trade name, or corporate name.
- WAC 230-06-100** Changing business location.
- WAC 230-06-105** Report change of management.
- WAC 230-06-110** Buying, selling or transferring gambling equipment.
- WAC 230-06-115** using checks or credit cards to purchase gambling equipment, products, or services.
- WAC 230-06-120** Selling or transferring gambling equipment when no longer licensed.
- WAC 230-06-125** Renew your license in a timely manner.
- WAC 230-06-145** Surrendering suspended or revoked licenses.

### **III. 230-16 Manufacturer, Distributor, and Gambling Service Supplier Rules**

- WAC 230-16-001**    **Manufacturers, distributors, and gambling service suppliers must comply with all requirements.**
- WAC 230-16-005**    **Transporting, displaying, and selling gambling equipment at trade shows and conventions.**
- WAC 230-16-010**    **Manufacturers, distributors, and gambling service suppliers must comply with punch board and pull tab rules.**
- WAC 230-16-015**    **Punch board and pull tab sales restrictions.**
- WAC 230-16-020**    **Sales to Indian tribes.**
- WAC 230-16-045**    **Defective punch boards, pull tabs, or pull tab dispensers.**
- WAC 230-16-050**    **Punch board and pull tab quality control program.**
- WAC 230-16-130**    **Disposable bingo card sales.**
- WAC 230-16-135**    **“Player selection” bingo cards.**
- WAC 230-16-140**    **“Hidden face” bingo cards.**
- WAC 230-16-185**    **Accounting records for manufacturers and distributors.**
- WAC 230-16-190**    **Sales invoices for manufacturers and distributors.**
- WAC 230-16-195**    **Additional requirements for sales invoices.**
- WAC 230-16-200**    **Sales journals for manufacturers and distributors.**
- WAC 230-16-205**    **Record retention for manufacturers and distributors.**
- WAC 230-16-210**    **Alternative formats for record keeping.**
- WAC 230-16-215**    **Accounting records and record retention for gambling service suppliers.**
- WAC 230-16-220**    **Activity reports for manufacturers and distributors.**