



Benefitting New Mexico's Future

New Mexico Lottery Authority Rules for Instant Games

These rules and procedures for New Mexico Lottery Authority Instant Games approved and adopted by the New Mexico Lottery Authority Board of Directors on February 17, 2005 and amended on May 26, 2005.

Claydean Claiborne, Board Chair



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A)	Definitions	3
B)	Sale of Instant Game Tickets	5
C)	Executed Working Papers	5
D)	Method of Playing an Instant game	6
E)	Determination of Prize Winner	6
F)	Ticket Validation	6
G)	Ticket Responsibility	7
H)	Prize Payment.....	7
I)	Game Termination and Prize Claim Period	7
J)	Applicable Law	7
K)	Purchase and Prize Restrictions	8
L)	Taxes and Debt Setoffs	8
M)	Dissemination of Winning Ticket Information.....	8
N)	Release of Information About Winners.....	8
O)	Order of Precedence.....	8
P)	Amendments to Game Rules.....	8
Q)	Current Play Styles/Themes	8

A) Definitions

- 1) “Announced End of Game” is a date determined by the Lottery to End an instant game. Tickets may not be sold by retailers after this date. Players have up to 90 days to claim a prize (Last Day to Claim a Prize) after this date or the business day prior to the 90th day if the NMLA is not open for business.
- 2) “Bearer Instrument”. In order to prove legal ownership of a winning instant ticket the lottery encourages all players to sign their ticket immediately. The ticket is a bearer instrument until signed.
- 3) “Board” or “NMLA Board” means the New Mexico Lottery Authority board of directors as appointed pursuant to the New Mexico Lottery Act.
- 4) “Claim form” means the official form of the NMLA, supplied by the NMLA Claims Center and submitted by the player, to claim a prize in excess of \$600. This form is available at any NMLA Retailer, at NMLA Headquarters, or a copy can be downloaded from the NMLA website @ www.nmlottery.com.
- 5) “CEO” shall mean the Chief Executive Officer of the Lottery appointed by the Board pursuant to the New Mexico Lottery Act.
- 6) “Display Area” is the part of the instant ticket that is used for artwork. Anything shown on this part of the ticket cannot be used to make a winning ticket.
- 7) “Executed Working Papers” is the signed order confirmation between the NMLA and the instant ticket printing vendor for each instant game which defines the specifications for that game. (See Section C for details)
- 8) “Game-Pack-Ticket Number” is the 12-digit number of the form 000-000001-000 which will be ink jet imaged on the back of the ticket in colored ink. The first three digits are the Game Identification Number, the next six digits identify the pack number, and the last three digits are the ticket number.
- 9) “High Tier Prize” is a prize in excess \$600.
- 10) “Instant games” (Tickets) are disposable tickets that contain certain preprinted winners that are determined by rubbing or scraping an area or areas on the tickets to match numbers, letters, symbols or configurations, or any combination thereof, as provided by the rules of the game; provided, an instant-win game may also provide for preliminary and grand prize drawings conducted pursuant to the rules of the game.
- 11) “Instant Ticket Game Rules and Guidelines” is a document prepared by the instant printing vendor for each instant game. The document describes, at a minimum, the following items:
 - A. Game summary
 - B. Start date
 - C. Definitions
 - D. Determination of instant prize winners
 - E. Number and value of instant prizes
 - F. Instant ticket validation requirements
 - G. Instant Ticket claim Period and Ticket Responsibility
 - H. Disputes
 - I. Purchase and Prize restrictions
 - J. Retailer Conduct
 - K. Termination of the Game
 - L. Price of Ticket
 - M. Miscellaneous
- 12) “Internal Auditor” means the internal auditor employed by the Lottery pursuant to the Lottery Act.
- 13) “Last Day to Claim a Prize” is 90 days after the Announced End of the Game or the business day prior to the 90th day if the NMLA is not open for business. Winning Tickets may not be redeemed by players after this date.
- 14) “Low Tier Prize” is a prize of \$25 and less.
- 15) “Mid Tier Prize” is a prize of \$26 through \$600.

- 16) "New Mexico Lottery Authority", "New Mexico Lottery" "NMLA" or "Lottery" means the New Mexico Lottery Authority, a public body, politic and corporate, separate and apart from the state, constituting a governmental instrumentality, established and operated pursuant to the New Mexico Lottery Act.
- 17) "New Mexico Lottery Act" or "Lottery Act" means the New Mexico Lottery Act, N.M.S.A., 1978, Sections 6-24-1 through 6-24-34, as the same may be amended from time to time.
- 18) "Approximate (Approx) overall odds of winning (includes break-even prizes)" is a calculation of the total number of tickets in the game divided by the total number of winning tickets in the game. The result of the calculation is displayed as (1 in XX). Winning tickets are distributed randomly throughout the entire game pursuant to individual game parameters. The odds are approximate because the final quantity of tickets printed for each game may vary.
- 19) "Odds cards" disclose the approximate odds of winning prizes in a game and the approximate overall odds of winning (including break-even) any prize. Odds Cards are produced for each instant game and provided to all retailers to post for the public, pursuant to the New Mexico Lottery Act.
- 20) "Pack" is a pack of fan folded Instant Game Tickets which are attached to each other by perforations and are packed in plastic shrink-wrapping. The pack size and fan folding will vary depending upon the price of the ticket.
- 21) "Play Area" is the area on the instant ticket that the rub off coating covers. The Play Symbols, Number Symbols, and Prize symbols will only appear in this area. Winning and non winning tickets are determined by the symbols that appear in the play area dependent upon programming parameters.
- 22) "Play Symbols", "Number Symbols", and "Prize Symbols" are symbols which appear under the rub off coating on the front of the Ticket. Each Symbol is printed in colored ink using a specific Symbol Font. These are defined in the Executed Working Papers and Instant Ticket Game Rules and Guidelines for each game.
- 23) "Prize payout" means the percentage of sales expected to be paid out as prizes by game design.
- 24) "Prize fund" means the amount of money available in each game which the Lottery uses to pay that game's prizes.
- 25) "Prize tickets" are used in some games and have the same retail value as the cost of tickets for that game. Retailers should redeem the prize with another ticket from the same game.
- 26) "Retailer" means a person or legal entity authorized by the New Mexico Lottery to sell lottery tickets pursuant to the New Mexico Lottery Act.
- 27) "Retailer Validation Code" consists of 3 small codes found under the rub-off coating over the Play Symbols on the front of the ticket, which the licensed Retailer may use to verify and validate low tier winners. The game specific Retailer Validation Codes will be identified in individual instant game Executed Working Papers and Instant Ticket Game Rules and Guidelines.
- 28) "Second (2nd) Chance Drawing" is a promotion that the NMLA uses with some instant games. Non winning tickets or tickets that are identified with some form of "ENTRY" are the method of entry for the 2nd Chance Drawing. The 2nd Chance Drawing gives added value to non winning tickets and provides a process for players to win additional prizes associated with a specific game or event. 2nd Chance Drawings must follow the NMLA General Drawing Rules and Procedures, as well as, the specific 2nd Chance Drawings Rules established for that game.
- 29) "Symbols" are any characters used in the play area in an instant game. Various fonts, sizes, colors, characters, letters, numbers, and combinations are used. These are designed by the ticket printer, described in detail in the executed working papers for each game, and approved by the NMLA.
- 30) "Terminal" means a device authorized by the NMLA to function in an on-line, interactive mode with the central system for the purpose of, receiving, activating and validating instant tickets, as well as, the purchasing and validating of on-line tickets, and the transmission of reports.
- 31) "Three Digit Pin" is part of the 10 digit Ticket Validation Code. An ink jet imaged box will be around three varying contiguous digits in this code. An algorithm links the three digits to the validation number. Retailers are required to enter this number into the terminal when validating an instant ticket.

- 32) "Ticket Validation" is the process retailers use to determine if an instant ticket is a winner. The retailer may sight validate the ticket but all validations must be confirmed on the terminal by the computer system to receive appropriate credit.
- 33) "Ticket Validation Code" is a unique 10 digit number printed in the play area on the front of the Ticket underneath the game rub-off coating and overprint.
- 34) "Unclaimed prizes" means winning tickets that have not been claimed 90 days after the Announced End of Game. Unclaimed prizes are forfeited and shall be paid into the Lottery's prize fund pursuant to the New Mexico Lottery Act.
- 35) "Voided Lottery Tickets" used for promotional and training purposes and have no monetary value and shall not be sold nor cashed by any retailer. The New Mexico Lottery shall not redeem nor reimburse any party for voided lottery tickets.
- 36) "Winning ticket" is an instant ticket where the symbols, under the rub off coating in the play area, reveal a winning combination as described in the play instructions of the specific game and validated by the computer system.

B) Sale of Instant Game Tickets

- 1) Only Retailers who have entered into a Retailer contract with the NMLA, and have been approved by the NMLA, at the NMLA's sole discretion, for the sale of instant and on-line games, the NMLA Claim Center, and any lottery staff or designees assigned to lottery promotional and special events are authorized to sell instant and on-line game tickets. Instant and on-line game tickets may only be sold at the Retailer business location(s) listed in the Retailer contract for which the NMLA has authorized the sale of tickets for instant and on-line games unless authorized by the Lottery to sell at a remote site. Nothing contained herein shall prohibit the NMLA from selling lottery tickets, conducting lottery promotions, or drawings at locations other than the NMLA headquarters.
- 2) Each instant game ticket shall sell for the retail sale price authorized by the CEO and stated in the game specific Executed Working Papers and Game Rules and Procedures or as authorized by the CEO for promotional purposes.
- 3) Retailers shall sell lottery tickets for any instant and on-line game, as directed by the NMLA.

C) Executed Working Papers

A set of Executed Working Papers is the signed order confirmation between the NMLA and the instant ticket printing vendor for each instant game and, at a minimum, shall contain the following information:

- 1) General Information
 - a. Game Name
 - b. Game Number
 - c. Play Style Description
 - d. Play Style Symbols
 - e. Price Point
 - f. Quantity of tickets ordered – including delivery tolerance
- 2) Printing Specifications
- 3) Data Processing Specifications – game specific parameters
- 4) Packaging/Shipping Specifications
- 5) Validations
- 6) Additional Requirements
- 7) Schedule
- 8) Deliverables
- 9) Order/Price Confirmation
- 10) Prize structure
- 11) Covered Artwork
- 12) Uncovered Artwork
- 13) Ticket back
- 14) Image Layout
- 15) Image Fonts

16) Packaging and shipping diagrams

D) Method of Playing an Instant game

- 1) The CEO or designee, subject to final approval by the CEO, shall determine the method of play for each game as described in the game specific Executed Working Papers and Instant Ticket Game Rules and Guidelines.
- 2) Each game is different will have different instructions. Information on how to play is found on the ticket as well as on the game specific “odds cards” distributed at all lottery retailer locations.
- 3) For more information ask a New Mexico Lottery retailer for assistance, call Lottery Customer Service (505) 342-7600, or you can also visit the NMLA website at: www.nmlottery.com.

E) Determination of Prize Winner

- 1) A claim form shall be filed by the winner(s) of prizes exceeding six hundred dollars (\$600). The claim form must be filled out and signed.
- 2) If there are multiple claimants for the prize winning ticket a representative, having a power of attorney, may complete and sign a claim form on the other claimant’s behalf.
- 3) If the owner of a winning ticket is unable to complete a claim form due to a legal, physical or other disability, a guardian, conservator, custodian, fiduciary or duly authorized representative having a power of attorney may complete and sign a claim form on the owner’s behalf. The claim form shall indicate the name of the lawful payee.
- 4) If the person signing the claim form is a personal representative of the estate of a deceased winner, that person shall submit his letter of administration or its legal equivalent showing the appointment from the court having jurisdiction over the estate.
- 5) A person who signs a claim form shall be deemed to have represented that the information contained therein is accurate and complete.
- 6) No incomplete claim form shall be processed for payment.

F) Ticket Validation

- 1) An instant ticket is a bearer instrument until signed on the back by the Ticket owner. If presented in person, the signed ticket and presenter must be the same. If there are multiple claimants for the prize winning ticket the person signing the ticket must have power of attorney and complete and sign a claim form on the other claimant’s behalf.
- 2) A Ticket which fails any of the Lottery’s validation checks is invalid and ineligible for any prize and shall not be paid.
- 3) The Ticket shall be validated according to validation procedures as determined by the NMLA prior to payment of a prize.
- 4) The Ticket shall not be counterfeit or forged, in whole or in part.
- 5) The Ticket shall not be mutilated, altered, unreadable, reconstituted or tampered with in any manner.
- 6) The Ticket shall have been issued by the NMLA or authorized Retailer in an authorized manner.
- 7) The Ticket shall have been received or recorded by the NMLA by the applicable Last Day to Claim a Prize deadline or the business day prior to this day if the NMLA is not open for business.
- 8) The Ticket shall pass the confidential validation and security tests appropriate to the applicable Play Style.
- 9) The Validation Number of an apparent winning Ticket shall appear on the NMLA’s official file of Validation Numbers of winning tickets. A ticket with that Validation Number shall not have been paid previously.
- 10) The Play Symbols within the Play Area of the Ticket must reveal a winning combination or a winning match on a Ticket in accordance with the play instructions for that game. Use of a symbol or number from any other part of the Ticket in combination with a Play Symbol, Number Symbol, or Prize Symbol in the Play Area to create a winning Ticket is prohibited and will not be considered as a winning Ticket. No portion of the display printing, overlay printing, nor any extraneous matter whatever shall be useable or playable as part of the Instant Ticket.

- 11) The Validation Number (including any portion thereof) is not a Play Symbol, Number Symbol, or Prize Symbol and is not usable as such.
- 12) The Retailer Validation Code (including any portion thereof) is not a Play Symbol, Number Symbol, or Prize Symbol and is not usable as such.
- 13) Tickets reported and verified as stolen or obtained illegally will not be valid for claiming a prize.
- 14) No copies or reproductions will be accepted for validation.

G) Ticket Responsibility

- 1) Until such time as a signature or mark is placed upon a ticket in the area designated for signature, the bearer of the ticket shall own a ticket. When a signature is placed on the ticket in the place designated, the person whose signature or mark appears in such area shall be the owner of the ticket and shall be entitled (subject to the validation requirements in Rule F - Ticket Validation) to any prize attributable thereto.
- 2) Payment of prizes for valid winning tickets bearing multiple signatures shall be divided according to the percentages as agreed to in writing by the parties. The parties must agree on the percentages prior to the prize being paid.
- 3) The NMLA is not responsible for lost, stolen or damaged Tickets.
- 4) The NMLA is not responsible for erroneously printed or mutilated Tickets
- 5) The NMLA is not obligated to resolve competing claims to winning tickets.
- 6) The NMLA shall not be responsible for tickets claimed by a player in error for a lower prize at a Retailer.

H) Prize Payment

- 1) All prizes must be claimed within 90 calendar days of the Announced End of Game. If the 90th calendar day falls on a day in which the NMLA is not open for business, the ticket must be claimed on a business day prior to the 90th calendar day. A ticket that is mailed must be received at the Lottery headquarters within ninety (90) calendar days of the Announced End of Game.
- 2) Prizes of One Hundred thousand Dollars (\$100,000) or more must be claimed in person at Lottery Headquarters.
- 3) Prizes exceeding six hundred dollars (\$600) must be claimed at the Lottery, either at Lottery headquarters or by mail using a Lottery claim form.
- 4) Prizes of six hundred dollars (\$600) or less may be claimed at any Lottery Retailer or mailed to the New Mexico Lottery at: New Mexico Lottery; P.O. Box 93190; Albuquerque, NM 87199-3190. No claim form is required.
- 5) The NMLA may not pay prizes to any claimant who purchases a ticket from an unauthorized Retailer.
- 6) Prizes are not assignable, but prizes may be paid to a deceased winner's estate or to a person designated by judicial order.
- 7) Under no circumstances will the NMLA pay a prize or share of a prize without the original ticket being presented to the NMLA.

I) Game Termination and Prize Claim Period

The NMLA, may Announce the End of a game at any time. If this occurs, no tickets shall be sold past the Announced End of Game date by retailers. The Last Day to Claim a prize is 90 days after the Announced End of Game. Players have up to 90 days to claim a prize after this date or the business day prior to the 90th day if the NMLA is not open for business. At the NMLA's discretion instant games may be picked up or terminated earlier than scheduled. Tickets mailed in must be received at the Lottery headquarters within ninety(90) calendar days of the Announced End of Game.

J) Applicable Law

In purchasing a ticket, the purchaser agrees to comply with and abide by all applicable laws, rules, regulations, policies, procedures, and decisions of the NMLA.

K) Purchase and Prize Restrictions

- 1) No instant ticket may be purchased by and no prize shall be paid to any member of the Board, any officer or employee of the NMLA, an owner, officer or employee of a lottery vendor or, in the case of a corporation, an owner of five percent or more of the corporate stock of a lottery vendor; or any one physically residing as a member of the same household in the principal place of residence of any such person.
- 2) No lottery tickets shall be sold to, purchased, or redeemed by a person under the age of eighteen (18). Nothing herein shall be construed to prevent the making of a gift of a lottery ticket to a person under the age of eighteen (18).
- 3) No employees or family members of major vendors, certain contract vendors or event sponsors as designated by the NMLA shall participate in any 2nd chance drawing or special promotion.

L) Taxes and Debt Setoffs

In accordance with the Lottery Act:

- 1) Any lottery prize is subject to applicable state and federal taxes. The NMLA shall report to the state and federal taxing authorities any lottery prizes in excess of six hundred dollars (\$600). Prizes will be subject to tax withholding in accordance with applicable law.
- 2) Prizes in excess of \$600 are subject to collection by the Human Services Department in accordance with the New Mexico Lottery Act.

M) Dissemination of Winning Ticket Information

The NMLA is not responsible for incorrect information provided by a Retailer or NMLA staff, telephonic or in person, or by any forms of media. Only tickets validated by the system will be honored.

N) Release of Information About Winners

- 1) Pursuant to the New Mexico Open Records Act, a prize winner's name, city and state of residence and the amount of the prize won may be regarded as matters of public record which may be released by the NMLA.
- 2) The NMLA shall not release the street address, telephone number or personal identifiers of a prizewinner, except as may be required pursuant to lawful authority or urgent necessity.

O) Order of Precedence

These Rules shall be interpreted and applied in the following order of precedence:

1. New Mexico Lottery Act;
2. NMLA Rules for Instant Games
3. Executed Working Papers
4. Game specific Instant Game Rules and Guidelines (prepared by the instant ticket printing vendor);

P) Amendments to Game Rules

These rules may be amended with approval of the CEO and the Board.

Q) Current Play Styles/Themes

Play styles or themes determine how each game is to be played. Due to the expanding and changing lottery industry new play styles/ themes are always being created. The play style/theme will be specifically defined in the executed working papers for each game.