

**New Mexico Lottery Authority**  
**GENERIC SECOND CHANCE DRAWING PROCEDURES**

## **1.0 PURPOSE**

This document establishes the Second-Chance Drawing Procedures utilized by the NEW MEXICO LOTTERY AUTHORITY (NMLA) and its designated agent Scientific Games International, Inc. (SGI).

The Executive Director of NMLA reserves the right to change and supersede any outlined Procedures to handle unforeseen circumstances.

## **2.0 DEFINITIONS**

“**Alternate**”, “**alternate winner**”, and “**alternate entry**” (and their plurals) mean an entry (or, plural, entries) drawn that is not initially a winning entry, but that may become a winning entry if an entry drawn as a winning entry is disqualified or otherwise not validated.

“**Drawing**” (plural, “**drawings**”) shall mean a drawing (plural, drawings) within a Promotion.

“**Drawing file**” shall mean the electronic file of all entries submitted during a promotion period or, if a promotion has more than one drawing, then “Drawing file” shall mean the electronic file of all entries submitted during a promotion for a specific Drawing.

“**Entry**” or “**entries**” shall mean the electronic record of an NMLA lottery ticket(s) or of point(s) from an NMLA lottery ticket entered into the Website to participate in a Promotion.

“**MDI**” shall mean MDI Entertainment, LLC, a wholly owned subsidiary of Scientific Games International, Inc (SGI).

“**NMLA**” and “**Lottery**” shall mean the New Mexico Lottery Authority.

“**NMLA Director of Gaming Products**” shall mean the NMLA employee holding that job title (currently Karla Wilkinson), or any other NMLA employee designated by the NMLA.

“**Preliminary Draw Report**” or “**Preliminary Report**” shall mean a report containing all general draw information and the detailed information of the selected winners.

“**Promotion**” shall mean a promotion or second chance opportunity offered through the NMLA’s Program.

“**RNG**” shall mean a Random Number Generator.

“**Secure Draw System**” or “**SDS**” shall mean an application to securely and randomly select winners for second chance drawings.

“**SGI**” shall mean Scientific Games International, Inc.

“**Website**” shall mean the website established for players to enter into a Promotion, or the Promotion’s Drawing(s) accessed from [www.nmlottery.com](http://www.nmlottery.com).

“**Winner’s file**” shall mean an electronic file containing the list of selected winners and alternates with identifying information for a specific Drawing. Each Drawing shall have a separate Winner’s file.

### **3.0 ENTRY DEADLINES AND DRAWING DATES**

Upon approval from NMLA, MDI shall post on the Website notice of the opportunity to enter a Promotion/Drawing and the entry schedule for each Promotion (and its Drawing(s)).

A representative of the NMLA will communicate in writing to the Drawing Manager (as defined below) prior to each Promotion the Promotion’s entry start and deadline dates. Approval from NMLA of that Promotion’s entry schedule and the number of winners to be selected for each drawing in the Promotion will be provided via the Draw Confirmation Form (Attachment A).

### **4.0 DRAWING ELIGIBILITY**

Qualifying Entries will either be eligible for only one (1) Drawing.

An Entry for one Promotion is not eligible for a Drawing: a) in that Promotion after the final Drawing entry deadline (or before the entry start date), and/or b) in any other or future Promotion unless otherwise provided. Any ticket entered at the Program’s Website that is not eligible for a Drawing will still be credited as points for Points and Rewards and any other eligible aspect of the Program, but will not be eligible for a drawing in a completed Promotion or in a Promotion for which it is otherwise not eligible.

The Draw Confirmation Form shall also specify whether the Drawing Manager shall eliminate and disqualify all entries, other than the first entry, of an entrant whose entries are drawn more than once.

### **5.0 QUALIFYING ENTRIES**

To be eligible to be entered into a drawing, a player must be registered for the NMLA VIP Club and submit a non-winning ticket from an active NMLA instant game that meets the Game Eligibility Requirements referenced in the applicable promotion rules.

To qualify for a Drawing, a player must be registered for NMLA’s Program and submit appropriate information from a non-winning ticket from an active NMLA game that meets the eligibility requirements stated in the Official Rules and Conditions of Eligibility of the Promotion of which that Drawing is a part (“Rules”). To submit appropriate information from a

non-winning ticket, players must enter through the Website the twelve (12) digit Ticket Number and the ten (10) digit Entry Number of the non-winning ticket.

After an Entry has been accepted, the player is not required to retain the ticket.

Once submitted, whether validly or not, all Entries and any other item submitted become the property of the Lottery.

Unless NMLA specifies otherwise, any ticket or other item mailed (unless mailing is authorized in the Promotion's Rules) or otherwise submitted to SGI or MDI in any way other than as specified in the relevant Rules shall not be eligible for participation in any Drawing and shall be disqualified, and SGI shall destroy the ticket or other item in a timely manner, after confirming with NMLA that NMLA wishes the ticket destroyed, by a method designated or approved by NMLA. Any ticket or other item mailed or otherwise delivered to NMLA in any way other than as specified in the relevant Rules is not eligible as delivered; the NMLA may, but is not required to, attempt to have any such ticket returned either as undeliverable or as delivered to the wrong address, and may write an explanation on the envelope that entry must be made via the Internet. Otherwise, the NMLA may destroy such a ticket or other item.

## **6.0 DRAWING REQUIREMENTS**

### **A. Drawing Personnel**

The following personnel will be involved in the conduct of any and all Drawings:

Drawing Manager –an employee of SGI who shall manage all activity relative to each Drawing.

Drawing Auditor –an accountant from and representing an independent CPA firm selected by SGI. The Drawing Auditor shall observe all drawings. The Drawing Auditor and CPA firm shall verify that the Drawing Requirements described in this document, specifically Section 7.0 B through E, were followed and will note any exceptions to the specified procedures in their report. This shall be in the form of a report provided by the CPA firm and sent to NMLA Director of Gaming Products. The report terms must meet the approval of the NMLA, or the NMLA has the authority to specify the terms which the report must address.

LOTTERY Witness – NMLA representatives reserve the right to witness any and all processes related to the Program, including any Drawing(s).

Other Witnesses – Any individual who desires to witness a drawing shall be permitted to do so. These witnesses shall serve no official purpose in a drawing. An attendance log shall be kept by SGI and sent to the NMLA Director of Gaming Products or another NMLA representative specified at the time of the Drawing or at another time specified by the NMLA.

**B. Drawing Location**

The Drawings shall take place at SGI, located at 1500 Bluegrass Pkwy, Alpharetta, Georgia 30004. With the written consent of the NMLA or upon the direction of the NMLA, any Drawing(s) may be held at another location.

**C. Drawing Requirements**

SGI's Drawing Requirements consist of the contents of this document, the New Mexico Lottery Authority Generic Second Chance Drawing Procedures for SGI ("Procedures").

**7.0 DRAWING ACTIVITY**

- A.** All Drawing activities as described in Section 7.0 B through E shall be videotaped (including audio) using both zoom camera on the close up of the video monitor and the area camera. A copy of both shall be provided to the NMLA Director of Gaming Products or another NMLA representative specified at the time of the Drawing or at another time specified by the NMLA.
- B.** Prior to the initiation of any drawing activity, the Drawing Manager shall ensure that he/she has a completed and signed Draw Confirmation Form for the relevant Promotion and Drawing. See Attachment A. Any Drawing shall be conducted on the Drawing date stated on the applicable Draw Confirmation Form.
- C.** On the date of the Drawing, the Drawing Manager shall retrieve from the database an electronic file of all qualifying Entries for the Drawing, i.e., the Drawing file.
- D.** Using the Secure Draw System, the Drawing Manager shall enter the required information necessary to conduct the Drawing, and shall upload the electronic Drawing file retrieved from the Database that represents all Entries for that Drawing within the database. The required information necessary to conduct a Drawing includes prize(s) to be awarded, the number of winners to be selected, the number of alternates to be selected, the order of winners to be selected, and the Drawing period, all of which shall be derived from the Draw Confirmation Form.
- E.** The Drawing Manager shall select the specified number of Entries (for winners and alternates) designated on the Draw Confirmation Form for that Drawing. The Drawing Manager shall conduct the drawing using the Secure Draw System, which utilizes a random number generator, and shall print the Preliminary Drawing Report.
- F.** Each Entry drawn shall be numbered consecutively, in the order drawn. The first Entry drawn shall be deemed the winner of the first prize listed on the Draw Confirmation Form for that Drawing, and so forth. Alternate entries will be selected

after all winning entries are selected, unless otherwise noted on the Draw Confirmation Form.

- G.** A first and last name, complete address (street name and number/ or PO Box, city, state, and zip code) and email address must be entered. Any entry with a business name or missing address, city, state, zip code and/or email address will be disqualified,
- H.** All winner validation will be conducted by NMLA.
- I.** Additional Entries shall be drawn only when the NMLA Director of Gaming Products advises SGI to draw additional Entries. Additional Entries shall be drawn at any time, including immediately after the original Drawing or at a later time, if the NMLA Director of Gaming Products determines that more selected Entries are needed.

## **8.0 DRAWING COMPLETION**

- A.** Upon the completion of a Drawing, SGI shall upload to the SFTP site the signed, zipped, password protected SDS Preliminary Draw Report and the Excel Preliminary Draw Report to the then-current NMLA Executive Vice President of Security. The signature on the SDS Preliminary draw Report attests that the Drawing was conducted in accordance with these Procedures and the results shown accurately reflect the results of the Drawing.
- B.** The NMLA Executive Vice President of Security will determine if the entrant(s) is(are) qualified, then email approval or disapproval of the selected Entries to the Drawing Manager.
- C.** If the winner's file is approved by NMLA, and if the NMLA Director of Gaming Products so instructs SGI, SGI shall post on the Website the winner(s) name, city and state, and prize won.
- D.** If a preliminary winner is disqualified, NMLA shall notify the Drawing Manager via email. The Drawing Manager will disqualify the entry and promote an alternate per the Draw Confirmation Form.
- E.** In the event all winning and alternate entries selected are disqualified, and there are not enough qualified entries to fulfill the prizes, SGI shall select additional alternates at the request of NMLA. The additional Entries shall be drawn from the appropriate Drawing's electronic file of Entries. If an entry is selected during the initial drawing, and the Additional Entry drawing, that entry will be disqualified. Upon completion of the additional drawing, SGI upload to the SFTP site the signed, zipped, password protected PDF SDS Preliminary Draw Report and the Excel Preliminary Draw Report to the then-current NMLA Executive Vice President of Security. The NMLA Executive Vice President of Security will determine whether a Drawing's winner's file is preliminarily approved; and will determine if SGI is to draw additional entries.

- F. Upon approval of the Preliminary Winners by NMLA, SGI will send the signed Secure Draw System Official Results with the video tape to the NMLA Executive Vice President of Security.

**9.0 FILE MAINTENANCE**

SGI shall retain Drawing files for a minimum of ninety (90) days following the completion of the final drawing for the promotion.

**10.0 MISCELLANEOUS**

- A. The NMLA reserves the right to make any change(s), revision(s), modification(s), and/or amendment(s) in these Procedures, as agreed upon with SGI Drawing Services.
- B. The decision of the NMLA shall be final concerning any dispute arising out of any Promotion, Drawing, and/or procedure.
- C. In the event any Drawing is re-scheduled, the Drawing shall be held at the new time and/or date following the same procedures as contained herein or as modified in writing and approved by the NMLA.
- D. NMLA DRAWINGS ARE VOID WHERE PROHIBITED BY LAW

Approvals:

David Barden - CEO, NMLA	Date
Mar-D Cielinski– Director of Drawing Services, SGI	Date
Kelley W. Wallace– Drawing Manager, SGI	Date

## Attachment A



NEW MEXICO LOTTERY AUTHORITY

**POINTS AND REWARDS  
DRAW CONFIRMATION FORM**

POINTS AND REWARDS Promotion Number: \_\_\_\_\_

Start Date	End Date	Draw Date	Prize	# of Prizes	# of Alternates to Select
00:00:00 MST	23:59:59 MST		\$5,000 Cash	1	10
			20,000 Points	50	290
			10,000 Points	50	
			5,000 Points	100	
			2,500 Points	100	

- Ten (10) Alternates will be selected immediately after the Cash Prizewinner has been selected. They will be the Alternates for the Cash Prizewinner.
- Two hundred-ninety (290) Alternates will be selected after the Merchandise Points Prizewinners have been selected. They will be the Alternates for the Merchandise Points Prizewinners.
- In the event a Cash Prizewinner Alternate is selected as a Merchandise Point Prizewinner that Cash Prizewinner Alternate will be disqualified.
- A player may qualify as a prizewinner only one (1) time in each Monthly Draw. A player is eligible to win in another Monthly Draw.

As entries are disqualified, winning entries from lower prize tiers shall fill available positions in higher prize tiers with the exception of the Cash Prizewinner. Alternates shall be used as replacement winners only in the lowest prize tier.

By signing this document, the NMLA grants Scientific Games International, Inc. permission to proceed with the above Drawing using the above parameters.

Approvals:

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 David Barden, CEO  
 New Mexico Lottery Authority

Date

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 Kelley Wallace, Drawing Manager or Designee

Date

Scientific Games International, Inc.