

New Mexico Lottery Authority

MY REWARDS PROGRAM DRAWING PROCEDURES v1.0

1.0 PURPOSE

This document establishes the MY REWARDS Program (the “Program”) Drawing Procedures utilized by the NEW MEXICO LOTTERY AUTHORITY (NMLA) and its designated agent Scientific Games International, Inc. (SGI).

The CEO of the 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(s) within the Program.

“**Drawing file**” shall mean the electronic file of all entries submitted during a drawing period or if there is a series of drawings, then the “**Drawing file**” shall mean the electronic file of all entries submitted for one specific Drawing.

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

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

“**NMLA Director of Gaming Products**” shall mean the NMLA employee holding that job title or any other NMLA employee designated by the NMLA.

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

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

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

“SGI” shall mean Scientific Games International, Inc.

“Website” shall mean the website established for players to enter into the Program’s Drawing(s) accessed from 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 the NMLA, SGI shall post on the Website the Program’s Drawings and entry schedule for each Drawing.

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

4.0 DRAWING ELIGIBILITY

- 4.1** An entrant must be at least eighteen (18) years of age and submit an eligible entry.
- 4.2** Players must create a free NMLA My Rewards account to submit an entry. Players must enter their first and last name (initials not accepted), street address (including city, state, and zip code), best contact telephone number(s) and email address, confirmation that they are at least eighteen (18) years of age, and agree to the Terms and Conditions of My Rewards.
- 4.3** An Entry must be entered by clicking on the My Rewards link at www.nmlottery.com or by using the NM Lottery Official Mobile App. Mail-in Entries will not be accepted for entry and will not be returned to the sender.
- 4.4** An “Eligible Entry” (Entry) is limited to any non-winning INSTANT (SCRATCHER) ticket or a winning or non-winning ticket from the eligible Draw Games.
 - 4.4.1** Instant tickets and Draw Game tickets must be entered within the eligible period as listed on the website.
- 4.5** The player must enter the necessary information from either the Instant or Draw Game ticket as required by the website. They will be awarded a designated number of entries, if applicable to the Drawing.

5.0 QUALIFYING ENTRIES

- 5.1 Players are not required to retain the Entry tickets entered for verification.
- 5.2 Tickets can only be entered into My Rewards one (1) time.
- 5.3 Periodic added value features may be added to games during the Program. These features may be advertised at the NMLA's discretion.
- 5.4 All required information must be submitted for the Entry to be eligible. Once the electronic entry system accepts the required ticket information, the same ticket information will not be accepted a second time for the duration of the program. The NMLA and SGI are not responsible for mis-delivery, late delivery, or the failure of receipt of any required information, regardless of the cause of the failure of transmission.
- 5.5 Entries that fail to provide the required information will be disqualified.
- 5.6 Entries submitted after the monthly deadline for a selected Bucket drawing will be entered in the next drawing for that Bucket, if a draw remains.
- 5.7 Entries submitted after the deadline for the final draw will be discarded.
- 5.8 Entries must be received no later than 11:59:59 PM MT on the entry deadline dates listed on the Website. An Entry submitted during a respective Entry period is only eligible for the corresponding Draw Date and an Entry does not carry forward as an Entry in a subsequent Draw.
- 5.9 A player may qualify as a prizewinner only one (1) time in each Drawing. A player is eligible to win in other Drawings.

6.0 DRAWING REQUIREMENTS

SGI's Drawing Requirements consist of the contents of the document, the NMLA My Rewards Program Drawing Procedures for SGI ("Procedures").

6.1 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 7.3 through 7.5, 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 terms which the report must address.

LOTTERY Witness – NMLA representatives reserve the right to witness any and all processed 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 and an attendance log of any other witnesses 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.

6.2 Drawing Location

The Drawings shall take place at SGI, located at 1500 Bluegrass Lakes Parkway, 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.

7.0 DRAWING ACTIVITY

- 7.1** All Drawing activities as described in Section 7.3 through 7.5 shall be video recorded (including audio) using both zoom camera on the close up of the video monitor and the area camera. At the request of the NMLA, a copy of both shall be provided to the NMLA Executive Vice President for Security or another NMLA representative specified at the time of the Drawing or at another time specified by the NMLA.
- 7.2** Prior to the initiation of any drawing activity, the Drawing Manager shall ensure there is a completed and signed DCF for the relevant Drawing(s) (Attachment A). Any Drawing shall be conducted on the Drawing date stated on the applicable DCF.
- 7.3** On the date of the Drawing, the Drawing Manager shall retrieve from the database and electronic file of all qualifying Entries for the Drawing, i.e., the Drawing file.
- 7.4** Using the Secure Draw System (SDS), 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, and the Drawing period, all of which shall be derived from the DCF.
- 7.5** The Drawing Manager shall conduct the drawing using SDS, which utilizes a random number generator, and shall print the Preliminary Draw Report.
- 7.6** 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 DCF for that Drawing and so forth. Alternate entries will be selected after all winning entries are selected, unless otherwise noted on the DCF.
- 7.7** A first and last name (initials not accepted), street address (including city, state, and zip code), best contact telephone number (s) and email address must be entered. Any Entry with a business name, incomplete address, or missing email address will be disqualified.
- 7.8** All winner validation will be conducted by the NMLA.
- 7.9** 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 later

time, if the NMLA Director of Gaming Products determines that more selected Entries are needed.

8.0 DRAWING COMPLETION

- 8.1** Upon completion of a Drawing, SGI shall upload to the sFTP site the signed, zipped, password protected PDF SDS Preliminary Draw Report and the Excel Winner's file and notify via email the NMLA Executive Vice President of Security and the NMLA Director of Gaming Products.
- 8.2** 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.
- 8.3** 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 DCF.
- 8.4** 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 will upload to the sFTP site the signed, zipped, password protected PDF SDS Preliminary Draw Report and the Excel Preliminary Draw Report and then notify via email the NMLA Executive Vice President of Security and the NMLA Director of Gaming Products. The NMLA will determine whether the results file is preliminarily approved; and will determine if SGI is to draw additional entries.
- 8.5** Upon approval of the Preliminary Draw Results by the NMLA, and if the NMLA Director of Gaming Products or designee, so instructs, SGI shall finalize the results, upload to the sFTP, the SDS Official Draw Report and the Excel Official Winner's file, and post on the website the winner(s) name, city, state, and prize. The signature on the SDS Official Draw Report attests that the Drawing was conducted in accordance with these procedures and the results shown accurately reflect the results of the Drawing. Upon the request of the NMLA, the video recording will be provided to the NMLA Executive Vice President for Security by SGI Security after the completion of the Drawing.

9.0 FILE MAINTENANCE

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

10.0 MISCELLANEOUS

- 10.1** 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.
- 10.2** The decision of the NMLA shall be final concerning any dispute arising out of any Drawing and/or procedure.
- 10.3** 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.
- 10.4** NMLA DRAWINGS ARE VOID WHERE PROHIBITED BY LAW.

Attachment A



NEW MEXICO LOTTERY AUTHORITY

MY REWARDS
DRAW CONFIRMATION FORM

DRAW #	SCBZ DRAW #	BUCKET #	ENTRY START DATE	ENTRY DEADLINE	DRAW DATE	PRIZE	# of Prizes	# of Alternates
			00:00:00 a.m. (MT)	11:59:59 p.m. (MT)				
			00:00:00 a.m. (MT)	11:59:59 p.m. (MT)				
			00:00:00 a.m. (MT)	11:59:59 p.m. (MT)				
			00:00:00 a.m. (MT)	11:59:59 p.m. (MT)				

- As entries are disqualified, they will be replaced by the next valid alternate