



May 15, 2024

Charitable Gaming
Directive No. 3.05.05

Electronic Bingo Card Systems (Manufacturers and Suppliers)

BACKGROUND

General Rule 101(2)(c) states: “Bingo equipment’ means any authorized item that is used to conduct bingo.”

Bingo Rule 301(1)(a) states: “Bingo card’ or ‘card’ means a hard bingo card, disposable bingo card, or any other bingo card approved in writing by the bureau.”

Bingo Rule 312(2) states in part: “All of the following bingo equipment and games are authorized: . . . (h) Other equipment as approved in writing by the bureau and used in accordance with directives of the bureau. . . .”

Supplier Rule 804(1) states in part: “Upon the issuance of a supplier license, the licensed supplier shall agree to all of the following terms and conditions: (a) To be bound by and comply with the act, these rules, terms of probation, directives of the bureau, public policy of the state of Michigan, and any other local, state, and federal laws and regulations. . . .”

Supplier Rule 805 states: “Only equipment authorized in writing by the bureau and in sound working condition may be sold, leased, or rented to licensees.”

Supplier Rule 813(4) states: “A licensed supplier shall report to the bureau, on a form provided by or approved in writing by the bureau, the type and total amount of sales and rentals of equipment as directed in writing by the bureau.”

This directive establishes requirements regarding the approval of electronic bingo card systems and minding devices and the distribution of electronic bingo card systems in the state of Michigan.

DEFINITIONS

1. “electronic bingo card minding device” (EBCMD) - a portable device that displays electronic images of bingo cards.
2. “electronic bingo card system” (EBCS) - the electronic bingo card minding devices, point-of-sale terminal, other support equipment, and software.

TERMS AND CONDITIONS

3. An EBCS shall:
 - a. Record all transactions relating to the sale or voiding of hard cards, disposable cards (except floor sales), EBCMDs, and admission fees.
 - b. Print a Door Sales Report at the end of each bingo occasion in the same format and containing the same information as the attached Door Sales Report.
 - c. Print a receipt for each transaction conducted through the EBCS. The receipt shall contain, at a minimum, the following information:
 - i. Unique non-resettable transaction number that is printed in continuous, consecutive order by license number.

- ii. Serial number of the EBCMD issued or a comparable number that enables a bureau representative to determine which device was activated by the purchaser and the electronic bingo cards that were loaded onto the device and played for each game.
 - iii. Date and time the receipt was issued.
 - iv. Name of the licensee and license number.
 - v. Admission fee (if applicable).
 - vi. Description, quantity, purchase price, and dollar amount of item(s) purchased.
 - d. Generate transaction numbers in accordance with 3(c)(i) of this directive, from a common sequence of transaction numbers if the EBCS utilizes more than one point-of-sale terminal.
 - e. Retain all transaction data from the current calendar year plus three years, unless otherwise instructed by the bureau.
 - f. Secure all internal controls, including the time, date, game program, pricing, transaction numbers, and transaction data in such a manner that only the supplier or its agent may alter or reset the controls.
 - g. Provide password protection for each bingo license.
 - h. Erase, deactivate, or render unplayable the electronic cards on each EBCMD prior to the next scheduled bingo occasion.
 - i. Account for a discounted item separately from an item sold at the regular price.
4. A manufacturer intending to market an EBCS in Michigan shall complete and submit an EBCS Manufacturer Authorization Request form, along with required documents, for approval prior to making the EBCS available to licensed suppliers.
 5. A licensed supplier intending to distribute an authorized EBCS to bingo licensees shall complete and submit an EBCS Supplier Authorization Request form for approval prior to distribution of the EBCS.
 6. An authorized EBCS shall be made available to any licensed supplier.
 7. Only suppliers licensed by the bureau may distribute an authorized EBCS to bingo licensees.
 8. Only an authorized EBCS meeting the requirements of this directive may be distributed to bingo licensees.
 9. The following conditions shall apply to all agreements between a supplier and bingo licensee for use of an authorized EBCS:
 - a. The agreement shall expire on the last day of February each year.
 - b. The agreement is valid only at the location where the bingo licensee is playing at the time the agreement is executed.
 - c. The supplier shall charge the licensee a flat fee for each EBCMD used per bingo occasion.
 - d. A bingo licensee shall not be required to carry insurance on an EBCS or pay any additional expenses for use of the EBCS. (Incidental expenses such as printer paper or replacement ink cartridges are permitted.)
 10. The supplier shall provide the bingo licensee with an invoice detailing the amount due the supplier for the sale of EBCMDs at each occasion.

11. Upon discovery of any problem that may affect the security of the EBCS or the integrity of the bingo game, the supplier or its agent shall notify the bureau in writing and instruct the bingo licensee to cease using the EBCS.
12. The supplier or its agent shall deliver via email a Michigan Electronic Bingo Quarterly Report that summarizes data for each period (i.e., January-March, April-June, July-September, October-December). The Microsoft Excel file shall be submitted no later than the 10th day of the month following the end of each quarter.

PROHIBITIONS

13. An EBCS shall not:
 - a. Permit downloading or activation of more than 54 bingo card faces per game.
 - b. Permit cards to be downloaded, activated, or voided without creating a unique transaction number. Reload transactions do not require a unique transaction number but must be reported on the Door Sales Report.
 - c. Allow players to reject specific cards or combinations of numbers.
 - d. Allow floor sales of electronic bingo cards.
 - e. Allow for the play of any other games of chance (e.g., keno, slots, poker, etc.).
 - f. Provide frequent player reward or bonus programs.
14. A generic discount key on the EBCS is not allowed. An EBCS shall be programmed to account for discounted items separately from those sold at regular price.
15. Fixed-base units are not allowed.
16. The EBCS date, time, game program, pricing, transaction numbers, or transaction data shall not be changed by the bingo licensee.

Signed copy available upon request

Suzanna Shkreli, Lottery Commissioner

Date

SAMPLE DOCUMENT

XYZ Charity
License # A11111
2/3/2003

Item	Price	Sold	Total Sales \$	Voided	Voided Sales \$	Net	Net Sales \$
Admissions:							
Door Card	1.00	104	104.00	7	7.00	97	97.00
Extra Card	0.50	6	3.00	0	-	6	3.00
Sub-Total		110	107.00	7	7.00	103	100.00
Paper:							
Speedball:	1.00	328	328.00	25	25.00	303	303.00
Early Birds:	3.00	89	267.00	6	18.00	83	249.00
9-on	4.00	261	1,044.00	15	60.00	246	984.00
12-on	8.00	3	24.00	0	-	3	24.00
18-on	10.00	15	150.00	1	10.00	14	140.00
Sub-Total		696	1,813.00	47	113.00	649	1,700.00
Electronic Bingo:							
EB30	18.00	14	252.00	1	18.00	13	234.00
EB40	28.00	7	196.00	3	84.00	4	112.00
EB54	38.00	4	152.00	2	76.00	2	76.00
Sub-Total		25	600.00	6	178.00	19	422.00
TOTAL (w/o MPJ):		831	2,520.00	60	298.00	771	2,222.00
MI Prog. Jackpot (MPJ):							
3-on	1.00	72	72.00	6	6.00	66	66.00
6-on	2.00	117	234.00	9	18.00	108	216.00
Sub-Total		189	306.00	15	24.00	174	282.00
GRAND TOTAL:		1,020	2,826.00	75	322.00	945	2,504.00

First Transaction Number: 116101304
Last Transaction Number: 116101420
Total Transactions: 117

Electronic Bingo Supplier Fees:
Units Sold: 19
Rate per unit: \$5.00
Total Due: \$95.00

VOIDS:

Transaction:	Amount	Time
116101304	(12.00)	18:11:01
116101309	(59.00)	18:14:33
116101310	(48.00)	18:25:51
116101311	(57.00)	18:37:08
116101322	(34.00)	18:52:43
116101328	(62.00)	18:59:51
116101347	(8.00)	19:11:12
116101359	(42.00)	20:31:18
Total:	(322.00)	

RELOADS:

Original Trans. #	EBCMD Replaced	Cards Reloaded	Time of Reload
116101333	325	131-295-358	19:02:33
116101334	326	131-295-359	19:03:16