MINNESOTA STATE LOTTERY
RETAILER APPLICATION INSTRUCTIONS

REQUIREMENTS FOR SELLING TICKETS:

Almost any Minnesota retail business can apply for a contract to sell lottery tickets. This includes fraternal, charitable, and non-profit organizations that have a retail business open to the public. Businesses prohibited by law from selling lottery tickets include a business whose only product are lottery tickets (and pull-tabs); currency exchange businesses and banks; and businesses that are not current in all payments and filings with the State of Minnesota.

Applications are subject to state tax and criminal background reviews, and financial and credit checks. The law prohibits a business from selling lottery tickets if any owner, officer, or director has been convicted of a felony, gambling-related offense, gross misdemeanor or a crime involving fraud or misrepresentation within the last five years.

COSTS:

Application Fee: A non-refundable $100 fee must be submitted with each application. This fee covers some costs of processing applications, as well as the state tax and criminal background reviews.

EFT Account: Retailers may use their regular business bank account that must allow a minimum of six (6) Electronic Fund Transfers (EFT) lottery transactions per month.

Annual Renewal: Contracts renew annually. Retailers are mailed renewal forms and contracts before their renewal date. The renewal fee (usually $20) is automatically swept from the retailer's EFT account after the renewal date.

MINIMUM SALES REQUIREMENT:

All retailers are required to maintain a minimum sales average to be a lottery retailer.

SEND THE FOLLOWING:

- Retailer Application, completed and signed
- Two retailer contracts, completed and signed (we will return one after approval)
- $100 non-refundable application fee, payable to "Minnesota State Lottery"

  to: Retailer Contracts
  Minnesota State Lottery
  PO Box 130700
  St. Paul, MN 55113-0017

Questions: Call us at 1-888-L0TTERY (1-888-568-8379) ext. 8119 or (651) 635-8119

RETAILER BANK ACCOUNT
ELECTRONIC FUNDS TRANSFER

State rules require lottery retailers to deposit funds from the sale of lottery tickets into a checking or savings bank account and that these proceeds shall constitute a trust fund in favor of the lottery until the monies are paid to the lottery.

The following information will help you understand our retailer bank account requirements:

- An EFT account allows Minnesota State Lottery retailers and the Lottery to exchange funds electronically.

- Monies in this account must be accessible at all times with a limit of no less than six transactions per month.

Retailers may pay a service charge of up to $30, as set by the Lottery, plus interest from the designated day of collection for rejected EFT sweeps.

If you have any questions about the bank account requirements, please call 1-888-LOTTERY toll-free (1-888-568-8379) ext. 8147 or directly at (651) 635-8147.