

## **Request for Variance of Bingo and Raffle Policy Statement Section, or Bingo and Raffle Administrative Rules**

### **What is a variance to the existing Policy Statement or Administrative Rules?**

It is a written response from the New Mexico Gaming Control Board to a request from an individual Bingo and Raffle Licensee concerning compliance with the Bingo and Raffle Rules or Policy Statement of a particular situation.

### **How does a person request a variance?**

A request must be done in writing and must describe a specified factual situation. The Board may request additional information if necessary. If there is more than one section of the Policy Statement or the Rules that is in question, please submit each request for variance separately.

The request can be sent by mail or email. The written request should be addressed to: Executive Director, New Mexico Gaming Control Board, 4900 Alameda Blvd. NE, Albuquerque, New Mexico 87113 or e-mailed to [gcb-bingo@state.nm.us](mailto:gcb-bingo@state.nm.us).

### **Time Constraints**

The response time to a request for variance shall be no later than 30 days after the date the request is received. If it is determined that additional information is needed before responding, the Board shall make this request of the licensee and upon receipt of complete information the Board will respond no later than 30 days after the additional information has been received.

### **Response**

The response will state that the variance is restricted to that particular Bingo and Raffle Licensee and only for the particular situation submitted. The Board may choose to publish the response on its website.

### **Right to Appeal**

**If your request is denied and you would like this request to be reviewed further, you may, within thirty (30) days of the date of the denial, request that this matter be placed on the Board's agenda for review by the Board.**