


MAINE STATE LEGISLATURE

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STATE OF MAINE



LAWS
Rules and Regulations
RELATING TO
BEANO OR BINGO

ISSUED BY THE
BUREAU OF MAINE STATE POLICE
AUGUSTA, MAINE
JULY 25, 1984

THIS PAMPHLET
ISSUED FROM THE OFFICE OF
THE
BUREAU OF MAINE STATE POLICE
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36 HOSPITAL STREET
AUGUSTA, MAINE 04330

JULY 25, 1984

IN ACCORDANCE WITH TITLE 17,
CHAPTER 13, SECTIONS 311 THRU 325

ALL LICENSEES ARE URGED TO CONSULT
THE BUREAU OF MAINE STATE POLICE ON
ANY QUESTION INVOLVING THE OPERATION
OF THEIR LICENSED BEANO OR BINGO
GAMES.

289-3028

APPROVED AS TO FORM AND LEGALITY

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ASSISTANT ATTORNEY GENERAL

**TITLE 17, CHAPTER 13
BEANO OR BINGO**

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CHAPTER 13-A

LAWS

Sec. 311. DEFINITIONS

As used in this chapter, unless the context otherwise indicates, the following words shall have the following meanings.

1. **Beano.** "Beano" shall mean a specific kind of group game of chance, regardless of whether such a game is characterized by another name. Wherever the term "beano" is used, the word "bingo" or any other word used to characterize such a game may be interchanged. In "beano," each participant is given or sold one or more tally cards, so-called, each of which contains numbers or letters and may or may not be arranged in vertical or horizontal rows. The participant covers the numbers or letters as objects similarly numbered or lettered are drawn from a receptacle, and the game is won by the person who first covers a previously designated arrangement of numbers or letters on the tally card.

2. **Equipment.** "Equipment" shall mean the receptacle and numbered objects to be drawn from it; the master board upon which such objects are placed as drawn; tally cards or sheets bearing such numbers to be covered, and the objects used to cover them; the boards or signs, however operated, used to display the numbers as they are drawn; public address systems; and any other articles essential to the operation, conduct and playing of "Beano".

3. **License.** "License" shall mean the written authority from the Chief of the State Police to hold, conduct or operate the amusement commonly known as "Beano" for the entertainment of the public within the State of Maine. A location permit must accompany the license to be valid.

4. **Licensee.** "Licensee" shall mean any organization which has been granted a license by the Chief of the State Police to hold, conduct or operate "Beano" or "Bingo".

5. **Location Permit.** "Location Permit" shall mean that card issued by the Chief of the State Police, describing the premises or area in which "Beano" may be conducted. Such location permit must be accompanied by a license. Only such locations expressly described in the location permit shall be used for the conduct of any game.

6. **Organization.** "Organization" shall mean any firm, association or corporation authorized to conduct "Beano" in accordance with this chapter.

7. **Period.** "Period" shall mean the number of calendar weeks authorized by a single license for the operation of "Beano" or "Bingo".

Sec. 312. LICENSE REQUIRED

No person, firm, association or corporation shall hold, conduct or operate the amusement commonly known as "Beano" or "Bingo" for the enter-

tainment of the public within the State unless a license therefor is obtained from the Chief of the State Police. This chapter shall not be construed to apply to any other amusement or game.

“Beano” or “Bingo” shall not be conducted on Sunday, Memorial Day, Christmas or any other national holiday with religious significance, except that “Beano” or “Bingo” may be played on Sunday after the hour of 2 p.m. on the premises of and in conjunction with agricultural fair associations. No “Beano” or “Bingo” games shall be conducted between the hours of 12 midnight and 7 a.m. The prevailing time for the State of Maine shall be used to determine these hours.

Sec. 313. APPLICATION

Any organization desiring to conduct such an amusement shall apply to the Chief of the State Police for a license pursuant to the provisions set forth in this section. The application shall be on forms provided by the Chief of the State Police, shall be signed by a duly authorized officer of the organization to be licensed, shall contain the full name and address of the organization and the location where it is desired to conduct the amusement and shall bear the consent of the municipal officers of the town or city in which it is proposed to operate such amusement.

Sec. 313-A. EXEMPTION FOR ELDERLY

Clubs, groups or organizations, comprised only of members who are at least 62 years of age, which operate “beano” or “bingo” games for their own entertainment and recreation and not for profit, are exempt from application and licensing provisions of this chapter.

Sec. 314. ISSUANCE OF LICENSE; FEES

The Chief of the State Police may issue licenses to operate “Beano” or “Bingo” games on a monthly basis to any volunteer fire department or any agricultural fair association or bona fide nonprofit charitable, educational, political, civic, recreational, fraternal, patriotic, religious or veteran’s organization which has been in existence at least 2 years prior to its application for a license, when sponsored, operated and conducted for the exclusive benefit of such organization by duly authorized members thereof. Said 2 years’ limitation shall not apply to any chartered posts of veterans organizations, nationally established, even though such posts have not been in existence for 2 years prior to their application for a license nor shall the 2 years’ limitation apply to any volunteer fire department or rescue unit; and provided that a license may be issued to an agricultural fair association when sponsored, operated and conducted for the benefit of such agricultural fair association.

The fee for such a license to any nonprofit organization is \$3 for each calendar week, or portion thereof, that the amusement is to be operated, or

the license may be issued for a calendar month for a fee of \$12.50. All license fees shall be paid to the Treasurer of State to be credited to the General Fund. No licenses may be assignable or transferable. Nothing contained in this section is to be construed to prohibit and volunteer fire department or any agricultural fair association or bona fide nonprofit charitable, educational, political, civic, recreational, fraternal, patriotic, religious or veterans' organization from obtaining licenses for a period not to exceed 6 months on one application. No more than one license may be issued to any organization for any one period. No more than one licensee may operate or conduct a game of "beano" or "bingo" on the same premises on the same date.

All fees required by this chapter shall accompany the application for a license. Fees submitted as license fees shall be refunded if the license is not issued. Fees shall not be refunded for unused licenses or for any license which is suspended or revoked as provided by this chapter.

Sec. 315. SEASONAL LICENSE

Notwithstanding section 314, the Chief of the State Police may issue seasonal licenses to operate "Beano" or "Bingo" games in bona fide resort hotels, provided they are operated and conducted therein by the management without profit and solely for the entertainment of guests of the hotel registered therein, and provided that charges, if any, to the guests for participation in such entertainment shall be limited to a maximum of \$2 in any 24-hour period. The fee for such license shall be \$10 and shall be paid to the Treasurer of State to be credited to the General Fund. Hotel and liquor licenses of any such resort hotel licensees shall not be withheld because of the conducting of such resort hotel of the game of "Beano" or "Bingo".

Sec. 316. EVIDENCE

The Chief of the State Police may require such evidence as he may deem necessary to satisfy him that an applicant organization conforms to the restrictions and other provisions of this chapter. Charters, organizational papers, bylaws or other such written orders of founding which outline or otherwise explain the purpose for which organizations were founded shall, upon request, be forwarded to the Chief of the State Police.

Sec. 317. RULES AND REGULATIONS

The Chief of the State Police shall have the power to make and adopt rules and regulations, not inconsistent with law, which he may deem necessary for the administration and enforcement of this chapter and for the licensing, conduct and operation of the amusement commonly known as "Beano" or "Bingo". He shall have the power and authority to regulate, supervise and exercise general control over the operation of such amusement including, but not limited to, the payment of prizes and the use of equipment. He shall have the power and authority to investigate as to the direct or indirect ownership or control of any licenses and to revoke or suspend any license for just cause

after hearing. In establishing such rules and regulations, he shall, in addition to the standards set forth in other provisions of this chapter, be guided by the following standards setting forth conduct, conditions and activity deemed undesirable.

1. **Fraud.** The practice of any fraud or deception upon a participant in a game of "Beano" or "Bingo".

2. **Unsafe Premises.** The conduct of "Beano" in, at or upon premises which may be unsafe due to fire hazard or other such conditions.

3. **Advertising, Solicitation and Enticement.** Advertising which is obscene, solicitation on a public way of persons to participate in "Beano", charging admission or awarding prizes for attendance.

Sec. 318. EXPENSE OF ADMINISTRATION

The necessary expenses of administering this chapter shall be paid out of the fees received under this chapter.

Sec. 319. PERSONS UNDER 16

Persons under the age of 16 years shall not be permitted to take part in the conduct of, nor participate in, the game of "Beano" or "Bingo", nor shall such minor be admitted to the playing area unless accompanied by parent, guardian or other responsible person.

No "Beano" or "Bingo" games licensed under this chapter shall be conducted unless some person at least 18 years of age, who has been a member in good standing of the licensee for at least 2 years, exercises exclusive control of each game played.

No licenses for the conduct of "Beano" or "Bingo" shall be issued to any firm, association, corporation or group composed wholly or primarily of minors.

Sec. 320. CONDUCT

Licensed "Beano" or "Bingo" shall not be conducted at any location where alcoholic beverages are sold, dispensed or consumed during the period of one hour before the conduct of said games. The licensee shall not permit any disorderly persons to enter or remain within the room or area where "Beano" or "Bingo" games are being conducted.

Sec. 321. EFFECT OF OTHER LAWS

All acts and parts of acts inconsistent herewith shall be inoperative as to this chapter, and the share of the State stipend for aid and encouragement to agricultural societies shall not be withheld from any such society because of the conducting on the fair grounds of the game of "Beano" or "Bingo".

Sec. 322. REPORTS

The Chief of the State Police shall require from any organization licensed to operate "Beano" or "Bingo" whatever reports he deems necessary for the purpose of the administration and enforcement of this chapter.

Sec. 323. ACCESS TO PREMISES

Any organization making application to the Chief of the State Police to conduct or operate "Beano" or "Bingo", or any organization licensed under this chapter to operate "Beano" or "Bingo", shall permit inspection of any equipment, prizes, records or items and materials used or to be used in the conduct or operation of "Beano" or "Bingo" by the Chief of the State Police or his authorized representative.

The Licensee shall permit at any and all times an inspector from the State Fire Marshal's Office, or the city or town fire inspectors of the municipality in which "Beano" is being conducted, to enter and inspect the licensed premises.

Sec. 324. GAMES OF CHANCE PROHIBITED AT "BEANO" LOCATIONS

No "Beano" shall be conducted at any location where any lottery or other game of chance is conducted, nor shall any lottery or any other game of chance be conducted during the period of one hour before the conduct of any "Beano" game at the specific location of said "Beano" game, except that the following lotteries may be conducted during the period of one hour before the conduct of "Beano" games;

1. **Maine State Lottery.** Lottery tickets issued by the Maine State Lottery Commission may be sold when a valid license certificate issued by said commission is properly displayed;
2. **Raffles.** Raffle tickets may be sold in accordance with Chapter 14;
3. **Lucky Seven.** Lucky seven or similar sealed tickets may be sold when said game of chance is licensed by the Chief of the State Police and when a valid license certificate is properly displayed.

For purposes of this section, "Location" shall mean that location specified in the location permit.

Sec. 325. PENALTIES

Any person, firm, association or corporation holding or conducting or aiding or abetting in the holding or conducting of such amusement within the State without a license therefor duly issued by the Chief of the State Police, or any person, firm, association or corporation who violates any of the provisions of this chapter or any of the rules or regulations of the Chief of the State Police prescribed by authority of said chapter, shall be punished by a fine of not more than \$1,000.

RULES AND REGULATIONS

GENERAL REGULATIONS

1. **OCCASION:** The definition for the word "occasion" shall mean a single gathering or session at which a series of successive Beano games are played.

2. No game may be conducted in any location where alcoholic beverages are sold, dispensed, or consumed one hour before and throughout, including intermissions, the conduct of any licensed Beano or Bingo game.

2A. The entrance from the outdoors to that part of a building where a licensed Beano or Bingo game is conducted must be separate and at least 15 feet away from the outdoor entrance to that part of the building where alcoholic beverages are sold, dispensed, or consumed.

3. No admission shall be charged for attendance at any game of Beano or Bingo, and no prizes shall be awarded for attendance.

3A. ALL BEANO applications must be received at Maine State Police, Augusta, Maine 04330 at least 8 days prior to the first date desired to operate. NO Beano licenses will be issued unless the 8 day requirement is met.

3B. NO organization licensed under this chapter to operate Beano or Bingo for the entertainment of the public SHALL reserve any seats nor SHALL they allow any seats to be reserved at any time.

Seating will be on a first come, first serve basis for all Beano players.

The only **EXCEPTION** to this will be that a Licensee organization may reserve a seat for a physically handicapped person.

EQUIPMENT

4. No game of Beano shall be conducted with any Beano equipment unless said equipment is (a) **OWNED ABSOLUTELY**, or (b) **USED WITHOUT PAYMENT** or any compensation therefor.

NOTE: Equipment being purchased on installment is considered as "owned".

5. In addition to proper furniture such as tables and chairs, each game of Beano shall use the following equipment: Beano cards, otherwise known as tally cards; suitable equipment for securing the numbers "called" in conducting the game; beans, corn or other material to be used as tallies; and a chalkboard or electric flashboard.

6. Each Beano or tally card shall have twenty-five squares which are divided into five vertical and five horizontal rows, making five squares to a row. At the top of each vertical row will appear one letter of the word "BEANO" beginning at the extreme left row with the letter "B" and con-

tinuing in sequence through "O" at the extreme right row. Each square shall be numbered, making five numbers to a row, the exception being the center or third vertical row which has four numbers and a center space. (The most commonly used cards are those numbered 1 to 75 inclusive. In this series the numbers 1 to 15, inclusive, are used in the first vertical row, numbers 16 to 30, inclusive, in the second row; 31 to 45, inclusive, in the third row; 46 to 60, inclusive, in the fourth row; and 61 to 75, inclusive, in the fifth row. Each card may have a different combination of numbers either vertically, horizontally or diagonally.)

7. One of the following methods shall be used in securing the numbers "called" in the conduct of the game: (a) An electrically operated blower machine containing balls which the operator may take from the air **ONE AT A TIME** while the blower is in operation, or which provides a trap or other mechanical means for automatically catching **NO MORE THAN ONE BALL AT A TIME** while the blower is in operation. (b) A mechanically or manually operated cage which provides a trap or other mechanical means for automatically catching **NO MORE THAN ONE BALL AT A TIME** while the cage is in operation.

CONDUCT OF BEANO

8. Before commencing the first game on any occasion at which a series of Beano games is to be held, **ALL NUMBERS SHALL BE REMOVED FROM THE BLOWER, OR FROM SUCH OTHER MECHANICAL MEANS USED TO CATCH THE NUMBERS**, and shall be **PLACED IN APPROPRIATE POSITION** to enable any interested person, or persons, to determine that all numbers, 1 thru 75, are present.

9. (a) **ALL CARDS WHICH HAVE NOT BEEN PURCHASED AND PAID FOR SHALL BE REMOVED FROM THE TABLES AND THE IMMEDIATE VICINITY OF ANY PLAYER WHILE THE GAMES ARE IN PROGRESS.**

(b) All players will be furnished a ticket, receipt or some other easily and quickly identifiable device indicating the maximum number of cards purchased and which may be played at any single game. At **NO TIME** will a participant play more than the number of Beano cards actually purchased and identified by the furnished ticket, receipt or other identifiable device used by the Licensee organization to signify the maximum number of cards purchased. The device used to indicate the number of cards purchased will remain in full sight of any interested person to view during the game.

NOTE: Those cards not purchased and not in use shall be kept within the playing room for those players wishing to make exchanges. Such exchanges will be made only at those intervals authorized by the Licensee.

10. The Chief of the State Police may authorize a Licensee to conduct

Beano in any structure, building, or portion thereof, that conforms with the provisions of all statutes, ordinances, and rules and regulations promulgated by local, county or state authority pertaining to entrances, exits, fire escapes, auxiliary lighting, fireproofing, and structural safety. Only such locations expressly described in the application and Location Permit shall be used for the conduct of any Beano game.

11. All players must be seated in the same room or outdoor area with the operator calling the numbers. **UNDER NO CIRCUMSTANCES IS BEANO TO BE CONDUCTED IN MORE THAN ONE ROOM.** No game shall be conducted in whole or in part in any corridor, hallway or portion thereof.

12. Any location or room wherein Beano is conducted shall be fully and completely lighted at all times during the conduct of the game.

13. The Licensee shall conspicuously post the license to operate Beano, the Location Permit, and a copy of this publication in the room or area where Beano is being conducted.

14. The Licensee shall conspicuously post the price or combination of prices of all Beano cards in the room or area where Beano is being conducted.

15. **NO ARRANGEMENT OF NUMBERS SHALL BE REQUIRED TO BE COVERED IN ORDER TO WIN THE GAME OTHER THAN ONE OF THE FOLLOWING:**

- a. One specified or unspecified horizontal row.
- b. One specified or unspecified vertical row.
- c. One specified or unspecified diagonal row.
- d. One unspecified row, either horizontal, vertical, diagonal or four corners.
- e. The four corners.
- f. The entire card.
- g. The letters, "B", "C", "E", "F", "G", "H", "J", "L", "N", "P", "T", "U", "X", "Y", or "Z".
- h. The small picture frame.
- i. The large picture frame.
- j. The postage stamp; double or single.
- k. The big diamond.
- l. The small diamond.
- m. The clover leaf.
- n. The big stripe.
- o. The six pack.
- p. The checkerboard.
- q. The layer cake.

Use the diagrams below for proper arrangement for the letters, picture frame, postage stamps, diamonds, clover leaf, stripe, six pack, layer cake and checkerboard.

"X"

B	E	A	N	O
X				X
	X		X	
		X		
	X		X	
X				X

"T"

B	E	A	N	O
X	X	X	X	X
		X		
		X		
		X		
		X		

"L"

B	E	A	N	O
X				
X				
X				
X				
X	X	X	X	X

"E"

B	E	A	N	O
X	X	X	X	X
X				
X	X	X		
X				
X	X	X	X	X

"H"

B	E	A	N	O
X				X
X				X
X	X	X	X	X
X				X
X				X

"Z"

B	E	A	N	O
X	X	X	X	X
			X	
		X		
	X			
X	X	X	X	X

"Picture Frame"

B	E	A	N	O
X	X	X	X	X
X				X
X				X
X				X
X	X	X	X	X

"Small Picture Frame"

B	E	A	N	O
	X	X	X	
	X		X	
	X	X	X	

"B"

B	E	A	N	O
X	X	X	X	X
X				X
X	X	X	X	X
X				X
X	X	X	X	X

"C"

B	E	A	N	O
X	X	X	X	X
X				
X				
X				
X	X	X	X	X

"F"

B	E	A	N	O
X	X	X	X	X
X				
X	X	X		
X				
X				

"G"

B	E	A	N	O
X	X	X	X	X
X				
X	X	X	X	
X				X
X	X	X	X	X

"J"

B	E	A	N	O
				X
				X
	X	X		
	X		X	
	X	X	X	

"N"

B	E	A	N	O
X				X
X	X			X
X	X	X		X
X			X	X
X				X

"P"

B	E	A	N	O
X	X	X	X	X
X				X
X	X	X	X	X
X				
X				

"U"

B	E	A	N	O
X				X
X				X
X				X
X				X
X	X	X	X	X

"Y"

B	E	A	N	O
X				X
	X		X	
	X			
	X			
	X			

"Big Diamond"

B	E	A	N	O
		X		
	X	X		
X			X	
X	X	X	X	
		X		

"Small Diamond"

B	E	A	N	O
		X		
	X	X		
	X		X	
	X			
		X		

"Clover Leaf"

B	E	A	N	O
X	X		X	X
X	X		X	X
		X		
X	X		X	X
X	X		X	X

"Big Stripe"

B	E	A	N	O
X	X	X	X	X
X	X		X	X
X	X	X	X	X

"Six Pack"

B	E	A	N	O
X	X	X		
X	X	X		

"Layer Cake"

B	E	A	N	O
X	X	X	X	X
X	X	X	X	X
X	X	X	X	X

"Checkerboard"

B	E	A	N	O
X		X		X
	X		X	
X		X		X
	X		X	
X		X		X

B	E	A	N	O
			X	X
			X	X

"SINGLE Postage Stamp" (any corner)

"DOUBLE Postage Stamp" (any two corners — 4 each)

B	E	A	N	O
			X	X
			X	X
X	X			
X	X			

16. The particular arrangement of numbers required to be covered in order to win the game shall be **CLEARLY DESCRIBED AND ANNOUNCED** to the players immediately **BEFORE EACH GAME** begins.

17. Each number shall remain within the blower or cage until ready to be called. **UPON REMOVAL, SAID NUMBER SHALL BE CALLED WITHOUT DELAY UNLESS A BEANO OR BINGO IS CALLED**, at which time no **ADDITIONAL** numbers will be called, and at which time the card shall be checked. If a number was removed from the blower or cage and had not been announced when the Beano was called, this number shall be placed back in the blower or cage. Each number as called must be clearly marked on a chalkboard or electric flashboard visible to all players, and must remain on such chalkboard or electric flashboard until after the winner or winners have been determined.

18. The winner's card shall be checked against the numbers called. In checking the card back, such card shall be held by the checker, high above his head, visible to the participants.

19. The operator calling the numbers must be seated on the **SAME FLOOR LEVEL** as the players.

20. On each Beano occasion all cards shall be purchased and winners determined. The prize shall be awarded at the conclusion of each game.

21. In the playing of Beano, any person who is not physically present within the room where the game is being conducted shall not be allowed to participate as a player.

22. No person conducting or assisting in the conduct of Beano may participate as a player, or assist any player by playing their cards, in any game of Beano during the same occasion.

23. All members of the Licensee who are involved in the conduct of Beano shall be thoroughly familiar with the provisions of the Statutes pertaining to Beano and with these Rules and Regulations.

24. **ALL PRIZES** given to the winners in the form of checks shall be made payable to the name of the winner. Absolutely no checks are to be made payable to "Cash", "The Bearer", etc. Checks given to the winners as prizes may be cashed by the Licensee provided that the recipients have properly endorsed said checks.

25. **CASH PRIZES MAY BE AWARDED BUT ONLY BY THE ISSUANCE OF CHECKS** drawn on a checking account, the use of which is reserved exclusively for the deposit of income from the game of Beano and the disbursements entailed in the operation thereof.

26. When more than one player is found to be the winner in the same game, the designated prize shall be divided as equally as possible, giving consideration to each winning card involved, and when division is not possible, substitute prizes whose aggregate value does not exceed that permitted by these Rules and Regulations shall be awarded.

MAXIMUM PRIZES

27. (a) No single prize awarded shall be in excess of \$250.00 in value.
(b) No more than \$1200.00 may be awarded during any one occasion.
28. Fictitious values shall not be set on any prize, but shall be determined by the retail cost of an equivalent article on the open market.
29. Credit towards greater prizes shall not be given.
30. No goods, wares, or merchandise that exceeds the valuation permitted by regulation shall be exhibited among the prizes to be awarded the winner or winners of games.

EXPENDITURES

31. The Licensee may pay as compensation to a member of the Licensee firm, association or corporation, who has been in good standing as such for at least two years previous to application, an amount not to exceed \$15.00 per day for advising, controlling and managing the conduct of the games. The Licensee may also pay reasonable amounts for the use of suitable premises, furniture and goods, wares, or merchandise to be given as prizes.

NOTE: Except as stated in the preceding Regulation all services rendered in the conduct of, or in connection with, any game shall be gratuitous and without any charge directly or indirectly to such Licensee firm, association or corporation.

32. If the Licensee has operated Beano on ten or more occasions during the preceding fiscal year and continues to operate Beano during the current fiscal year, or, if the Licensee intends to operate Beano on ten or more occasions, said Licensee shall, in addition to the other books and records required hereafter, maintain and keep a separate account of the type commonly known as a "Checking Account" in a reputable banking establishment. A Licensee maintaining such an account under these Rules and Regulations shall deposit, therein, within one week from the date an occasion was held, the gross receipts from its operation of Beano, and shall make any necessary expenditures entailed in its operation of the amusement from this account by check. **NO OTHER USE SHALL BE MADE OF THIS ACCOUNT. THE LICENSEE SHALL MAINTAIN IN THE CHECKING ACCOUNT AN AMOUNT SUFFICIENT TO COVER ALL THE CHECKS WRITTEN FOR EACH OCCASION.**

PROCEEDS

33. Except as provided for in Rule 31, proceeds from any Beano game shall not be used to provide salaries, wages, or other remuneration to members, officers, or employees of any organization authorized to conduct Beano or Bingo games under this title.

REPORTS AND RECORDS REQUIRED

34. Within SIX DAYS after any period in which Beano or Bingo is conducted, the licensee shall file with the Chief of the Maine State Police a disposition of funds form prescribed and furnished by him, which shall include

- (a) an exact account of all income from Beano or Bingo;
- (b) a list of all expenses, including, but not limited to, the cost of all prizes, printing, licenses and administration; and
- (c) an exact account of the disposition of all other proceeds from Beano or Bingo, including, but not limited to, all gifts, grants and payments to any person, firm, corporation, association or organization for any purpose whatsoever.

Every such statement shall be made under oath by the member in charge of such occasion and shall be open to public inspection.

35. Each Licensee shall maintain for a period of three years following the date the game was held a record of the **NAME AND ADDRESS OF THE RECIPIENT OF EACH PRIZE** given. A copy of the record shall be furnished to the Chief of the State Police upon request.

36. Each licensee — All records of financial transactions involving Beano or Bingo shall be separate and distinguishable from all other financial records of the organization.

37. Each Licensee shall maintain and keep for a period of three years following the date that occasion was held such books and records as may be necessary to substantiate the reports required thereafter.

38. The Chief of the State Police or his authorized representative may examine the books and records of any Licensee at any time, so far as those books and records relate to the transactions connected with the holding, operating and conducting of Beano, and the Licensee shall cooperate with the Chief or his representative by making such books and records available to him. The Chief of the State Police may also examine any manager, officer, director, agent, member or employee of the Licensee in relation to the conduct of a game of Beano, or concerning the conduct of Beano.

MINIMUM SAFETY REQUIREMENTS

39. The following minimum safety requirements shall be adhered to per the State Fire Marshal's Office:

- (a) There shall be at least one 10 B.C. Dry Chemical or CO₂ fire extinguisher or one 2½ gallon soda acid fire extinguisher per 2500 feet of floor space.
- (b) There shall be exit signs for each exit, with emergency lighting for all exits, hallways and the playing area.

(c) Steps and stairs leading into, and those in the building, shall be kept free of obstructions and in good repair, with at least one handrail per set of steps or stairs.

(d) There shall be no obstruction of any nature in any aisle, corridor, or stairway in, or leading to, the licensed premises during the conduct of any Beano game.

(e) All exit doors from the playing area and the licensed premises shall swing outward, and shall not be provided with a latch or lock unless it is panic hardware.

(f) Heating units, if involved, shall be installed in separate rooms with fire resistive rating of at least one hour, or shall be otherwise located and installed in such a manner as to protect the occupants in the event of any emergency or panic.

NOTE: If your organization is considering any new construction or alterations to the Beano premises, it is suggested that you consult the State Fire Marshal's Office, 99 Western Avenue, Augusta, Maine 04330. Telephone 289-2481.