

A Message From:  
Tyler Vance, Acting Director  
Charitable Bingo Operations Division (CBOD)

A Special Message for all Charitable Bingo Licensees:

This is a reminder that the Bingo Enabling Act and the Texas Bingo Rules require all licensed authorized organizations to notify CBOD of a transfer of funds by submitting FORMID-14 **within 14 days of the transfer.**

Who must submit FORMID14 "Transfer of Funds"?

- A licensed authorized organization that transfers funds into the bingo bank account after the license is issued.
- A licensed authorized organization that transfers money from an account held by the organization to their bingo account.
- A licensed authorized organization that is a unit member and transferring non-bingo funds from an account held by the unit member to the unit bingo bank account.

According to the law and rules, FORMID 14 must be submitted within 14 calendar days of the date the funds were transferred.

- Tex. Occ. Code §2001.451(c) provides:  
A licensed authorized organization may transfer money from its general fund or other account to the organization's bingo account or to the bingo account of a unit of which the organization is a member under Subchapter I-1, if applicable, if: (1) the balance in the bingo account to which the funds are transferred is less than the maximum amount permitted by this section; and **(2) the organization notifies the commission of the transfer not later than the 14<sup>th</sup> day after the date of the transfer.**
- Tex. Admin. Code §402.202(b) Transfer of Funds provides:  
Notification of the transfer of funds into the bingo account or bingo unit account must be submitted on a form prescribed by the Commission. To be timely submitted, the notification's postmark date, date of delivery for common carrier, date of e-mail, or date of facsimile must clearly show a date that is **no later than 14 calendar days after the date the funds were transferred.**

Beginning in 2021-2, CBOD will begin issuing a Notice of Violation whenever a licensed authorized organization fails to notify CBOD of a transfer of funds within 14 days. The first offense will receive a warning letter and subsequent violations will be assessed an administrative penalty for, as outlined below:

- First late filing- Warning to \$300 Administrative Penalty
- Second late filing- Warning to \$450 Administrative Penalty
- Third late filing- Warning to \$600 Administrative Penalty
- Fourth late filing- Subject to Revocation

Transfer of funds must be also reported on line 31 of the Bingo Quarterly Report FORMID 68 or 69.

If you need assistance in filling out FORMID 14, please contact CBOD Education Department at 512-344-5299 or 800-Bingo-77 (800-246-4677) or send an email to Bingo Services at: [bingo.services@lottery.state.tx.us](mailto:bingo.services@lottery.state.tx.us)