

# Forfeited Funds Remittance Procedures

## **Purpose:**

*All winnings forfeited by self-excluded, excluded, and underage individuals shall be remitted to the PGCB on a quarterly basis. The funds remitted will be used to support problem gambling programs.*

## **Policy:**

*On a quarterly basis pursuant to the schedule outlined below, winnings forfeited by self-excluded, excluded, and underage individuals shall be remitted to the PGCB. All funds must be held by the PGCB licensee for at least 30 days before remittance to the PGCB. PGCB licensees will also remit a Forfeited Funds Report to the Board on a quarterly basis pursuant to the schedule outlined below.*

## **Procedures:**

PGCB licensees will transfer all OCPG-related forfeited winnings and a Forfeited Funds Report to the Board on the following dates (or the preceding business day if the date falls on a weekend/holiday):

- January 15<sup>th</sup>: Forfeited winnings collected from September 1<sup>st</sup>- November 30<sup>th</sup> of the previous year
  - Forfeited Funds Report due to the OCPG on or before January 1<sup>st</sup>
- April 15<sup>th</sup>: Forfeited winnings collected from December 1<sup>st</sup>- February 28<sup>th</sup>
  - Forfeited Funds Report due to the OCPG on or before April 1<sup>st</sup>
- July 15<sup>th</sup>: Forfeited winnings collected from March 1<sup>st</sup>- May 31<sup>st</sup>
  - Forfeited Funds Report due to the OCPG on or before July 1<sup>st</sup>
- October 15<sup>th</sup>: Forfeited winnings collected from June 1<sup>st</sup>- August 31<sup>st</sup>
  - Forfeited Funds Report due to the OCPG on or before October 1<sup>st</sup>

The Forfeited Funds Report will be submitted via email to [ra-gbcpplans@pa.gov](mailto:ra-gbcpplans@pa.gov) and will contain the following information:

- Individual's name associated with the violation
  - Some underage violations may not have an associated name. In these cases, enter "Unknown: underage" in the name field.
  - A name is required for all self-exclusion and involuntary exclusion violations.
- Date of violation
- Type of violation
  - Underage violation
  - PGCB self-exclusion violation
  - PGCB involuntary exclusion violation
- PGCB number associated with each self-exclusion and involuntary exclusion violation (SE-### or EX-###)
- Total amount of funds being remitted for each individual
- Documentation number (report #, receipt #, any documentation identifier used by a licensee)
- Total amount being remitted
- Date of transfer
- Date of report submission

**Other Requirements:**

1. All remittance payments are paid by wire transfer (instructions below)
2. Licensees will send a separate Forfeited Funds Report for each vertical of gaming they offer. If a licensee is both a slot machine licensee and a certificate holder, two or more separate reports will be submitted- one for each iGaming operator and one for each casino.
3. Licensees will transfer all forfeited winnings on the required transfer dates.
4. Licensees will transfer only the forfeited winnings accounted for on the Forfeited Funds Report spreadsheet sent to the OCPG. The total amount of forfeited winnings transferred must match the total listed within the spreadsheet.
5. Licensees will only submit forfeited winnings that are proven to be associated with an underage violation, a PGCB self-exclusion violation, or a PGCB involuntary exclusion violation. Funds collected from individuals for any other reason will not be remitted to the PGCB.
6. If no Forfeited Funds Report is submitted for a particular period, it will be understood that no forfeited winnings were collected for that period.

**Other information:**

Certificate holders may allow operators to handle iGaming-related forfeited winnings transfers on their behalf. However, certificate holders are responsible for ensuring all iGaming forfeited winnings have been remitted to the Board.

**Wire Transfer Instructions**

All remittance payments are paid by wire transfer.

*PGCB Account Wiring Instructions:*

Bank Name: **Wells Fargo**

ABA Number: **121000248**

Account Name: **Com of PA- Treas Rev Collection**

Account Number: **4603162694**

In the comments, please note: **PGCB – OCPG: Forfeited Funds**