

INSTRUCTIONS TO WINNERS

PLEASE USE THIS FORM FOR:

Winning tickets over \$600 claimed by mail or in person at the Lottery office.

EXPLANATION OF ITEMS:

- Item 1 The Lottery can only pay a prize to a “natural person(s)” – do not list the name of a business, club, or organization.
- Item 2 Self explanatory.
- Items
3, 5, & 6 Mailing address. If your prize is over \$600, the Lottery will provide you with a W-2G form (which must be filed with your Federal and State Income Tax return). If your address changes during the year, contact Player Services Department at 503-540-1050.
- Item 4 Enter the month/day/year you were born. For example: May 24, 1958 would be entered 05-24-1958.
- Item 7 Please provide your home and work number (if applicable).
- Item 8 Enter your social security number.* The Lottery is required to withhold by law federal and state income taxes on ALL prizes over \$5,000. When you file your personal income tax, your actual tax liability on your prize will depend on your financial situation, and may be more or less than the amount withheld.
- Item 9 Enter prize amount, if known. Prize amount will be verified by the Lottery.
- Item 10 Enter your driver’s license number and state issued.
- Item 11 Read, sign and date this item.

*Disclosure Requirement: Each United States resident who is to receive a payment of winnings greater than \$600 shall furnish to the Lottery the information required on the Internal Revenue Form W-2G (or any other form required by the IRS), including but not limited to the winner’s name, address, and social security number. This disclosure is mandatory and the authority for such disclosure is 42 USC 405(c)(2)(C), 26 CFR 31.3402(q)-1(e), and ORS 461.715(1)(a). A winner’s social security number will be used for the purpose of identifying child support obligors and submitting required documents to state and federal tax authorities.

INFORMATION ON PRIZE PAYMENT:

If you do not receive your prize or have not been contacted by the Lottery within two weeks, please contact the Player Services Department at 503-540-1050, Monday through Friday, 8 a.m. to 5 p.m.

Keno prizes over \$600 cannot be paid the same day the game is played.

PUBLIC INFORMATION:

In accordance with Oregon Public Records Law, once a prize has been validated the following facts are public information and may be subject to disclosure.

- Winner’s name
- Game in which prize was won
- Date of game drawing
- Date prize was claimed
- Amount of prize won
- Retail location/city in which winning ticket was sold

CONGRATULATIONS AND THANK YOU FOR PLAYING THE OREGON LOTTERY®!