



Gaming Policy and Enforcement Branch

**Standard Procedures for
Licensed Poker Gaming Events
No Limits Texas Hold'em**

SEPTEMBER 2015

Know your limit, play within it.
For Help: 1-888-795-6111 or
www.bcreponsiblegambling.ca

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SEPTEMBER 2015 AMENDMENT**CLARIFICATIONS**

Appendix A	<ul style="list-style-type: none"> The <i>Advertising and Marketing Standards for the B.C. Gambling Industry</i> has been updated to the <i>Advertising and Marketing Standards for Gambling in British Columbia</i>.
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FEBRUARY 2012 AMENDMENTS**CLARIFICATION**

Section 2.3	<ul style="list-style-type: none"> Reporting known or suspected criminal activity: requirements clarified.
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REDUCED REQUIREMENT

Sections 5.1, 5.2	<ul style="list-style-type: none"> Responsible gambling messaging required in advertising: "19+" added to end of <i>Know Your Limit, Play Within It</i>, reducing amount of text required.
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ADDED REQUIREMENT

Section 5.3	<ul style="list-style-type: none"> Responsible gambling messaging required in advertising, marketing and promotion in social media.
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OCTOBER 2011 AMENDMENTS**CLARIFICATION**

Section 6.5	<ul style="list-style-type: none"> Licensees must ensure they are appropriately licensed by the Liquor Control and Licensing Branch for liquor served in the gaming area.
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MAY 2010 AMENDMENTS**CLARIFICATION**

Section 3	<ul style="list-style-type: none"> A venue cannot host more than one licensed poker event per week.
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1. Introduction

This document provides the rules that must be followed when conducting and managing a licensed poker event (No Limits Texas Hold'em) in British Columbia.

These Standard Procedures are a condition of the poker event licence and apply to the poker event licensee, gaming services providers, and all volunteer and hired staff involved in the conduct, management and operation of the licensed poker event.

2. Roles and Responsibilities

2.1. Gaming Policy and Enforcement Branch

The branch regulates gaming in British Columbia and ensures the integrity and lawful conduct and management of gaming in the province.

This includes issuing gaming event licences to eligible organizations and ensuring licensees comply with the Criminal Code, British Columbia's Gaming Control Act (the Act) and Gaming Control Regulation, the branch's public interest standards where applicable, and the conditions of their licence.

The Assistant Deputy Minister and General Manager, hereafter referred to as the General Manager, is the head of the branch and responsible, under the direction of the Minister, for the administration of the Act.

2.2. Your organization as the gaming event licensee

Licensees must comply with Canada's Criminal Code, British Columbia's Gaming Control Act and Gaming Control Regulation, and all relevant rules, policies and standards.

The volunteer Board members of your organization are responsible for the proper conduct and management of gaming events for which they are licensed. This responsibility cannot be delegated. This includes ensuring the licensed poker event is conducted in accordance with these Standard Procedures, the Conditions of the licence, and any additional conditions imposed by the branch.

Certain duties associated with a licensed poker event cannot be delegated to other parties. At a minimum, the volunteer Board of the licensee must perform the following duties:

- Review and sign the licence application form;
- Be accountable for the proper conduct and management of all poker events; and,
- Approve and sign the Gaming Event Revenue Report and Gaming Account Summary Report, if applicable.

An event checklist is provided in Appendix F to assist licensees in conducting the licensed poker event properly. Licensees must read and fully understand the standard procedures and conditions to ensure all the requirements are met.

2.3. Requirement to report wrongdoings

Section 86(2) of the Gaming Control Act (GCA) requires all licensees to notify GPEB's Investigations and Regional Operations division without delay regarding any conduct, activity or incident that may be considered contrary to the Criminal Code of Canada, the Gaming Control Act or Gaming Control Regulations, or that may affect the integrity of gaming. This includes, but is not limited to, cheating at play, thefts, fraud and assaults. The required reporting form, Section 86 Gaming Control Act Report, is contained in Appendix E.

2.4. Gaming services providers

Licensees may contract with a gaming services provider to assist with its poker event as long as the contractor is registered with the branch as a gaming services provider for that type of event.

Contracts with gaming services providers must not exceed 12 months in duration but may include an option to renew for an additional 12 months at the discretion of the licensee. The contract must state the total contract value and specify the fees for services and must be supported by a detailed business plan. All contracts associated with a gaming event, including service contracts, must be paid out of the licensee's gaming account.

As part of the gaming records for the poker event, which must be retained for a five-year period, your organization must obtain and keep on file a statement from the gaming services provider that fully discloses all of its expenses from that raffle.

3. The Poker Event Licence

Poker events are available only under a Class B licence. For Class B poker licences, there is a limit of 52 events within a 12-month period. A venue cannot host more than one licensed poker event per week. Gross revenue is limited to \$10,000 in total for each event, and \$20,000 in total for each 12-month period.

The poker event must be conducted at the location, on the days and during the times specified on the licence. To conduct a gaming event without a licence is unlawful.

The poker event must be conducted within the following limits:

Entry Fee	\$100 maximum per player.
Players	100 players maximum per event.
Prizes	Total value of prizes awarded at the event cannot exceed \$2,000. Individual prizes cannot exceed \$1,000 per player.
Gross Revenue	Up to \$10,000 per event; \$20,000 per 12-month period.
Total Expenses	Total expenses (excluding prizes) cannot exceed 25% of gross revenue.

3.1. Canceling or amending your poker event licence

To cancel or amend its licence, your organization must submit a written request to the branch for approval. The request must be signed by two signing authorities, one of which must be an officer of your organization. If approved, the branch will issue an amendment to the licence.

3.2. Transferring or assigning your poker event licence

A poker event licence may not be transferred, assigned, lent or borrowed.

4. Responsible Gambling Standards

The province has issued responsible gambling standards to ensure gambling is delivered in a manner that encourages responsible gambling practises and healthy choices. Licensees are responsible for implementing and adhering to the responsible gambling standards set out below.

- The licensee must ensure players can make informed choices by prominently displaying in the gaming area:

- Information about potential risks associated with gambling and where to get help for a gambling problem; and
- Meaningful and accurate information about games, rules of play and general odds of winning.
- The licensee must have policies, procedures and training in place to:
 - Prohibit minors from participating in any form of gambling, or entering any designated adult-only gaming area;
 - Prevent customers who are, or appear to be, visibly intoxicated from participating in gambling; and to
 - Ensure that employees who interact with customers as part of their job function in gaming facilities where alcohol is served, have completed “Serving It Right” (a responsible service program).

For more information, see Responsible Gambling Standards for the BC Gambling Industry posted on the branch website at: www.gaming.gov.bc.ca/responsible-gambling/docs/stds-responsible-gambling.pdf.

5. Advertising and Promoting your Poker Event

The licensee cannot advertise its poker event until it has its poker event licence.

All advertising must conform to the Advertising and Marketing Standards for the B.C. Gambling Industry, provided in Appendix A.

5.1. Printed advertising and marketing products

The Licensee must ensure all printed advertising and marketing products, such as brochures and newspaper ads, include:

- Name, address and telephone number of the Licensee;
- Gaming event licence number, to be shown as “BC Gaming Event Licence # _____”;
- Responsible gambling message: **Know your limit, play within it. 19+;** and
- Location, date and time of the advertised event.

5.2. Television and radio advertising

Television advertising must include:

- Name and telephone number of the Licensee;
- Gaming event licence number, to be shown as “BC Gaming Event Licence # _____”;
- Responsible gambling message: **Know your limit, play within it. 19+;** and
- Location, date and time of the advertised event.

5.3. Internet advertising

The Internet may be used to advertise your poker event.

• The Web

All the items listed in section 5.1, Printed Advertising and Marketing Products, **must** be displayed on the website homepage, along with a hyperlink to the Responsible Gambling website at www.bcresponsiblegambling.ca.

• Social Media

Facebook (and similar)

- At minimum every 5th raffle marketing message must include at the end of the message: Know your limit, play within it. 19+, in the same size font as the message text.

Twitter (and similar)

- Twitter pages solely devoted to promoting the ticket raffle:
 - 19+ shall appear at the end of each twitter message, in the same size font as the message text.
 - At minimum every 5th twitter message that promotes the raffle must be followed by a separate message, as follows: Know your limit, play within it. 19+, in the same size font as the message text.
- On Twitter pages promoting a combination of non-gambling events and the ticket raffle:
 - 19+ shall appear at the end of each twitter message that promotes the raffle, in the same size font as the message text. This twitter message must be followed immediately by another twitter message, at the end of which shall appear the following message: Know your limit, play within it. 19+, in the same size font as the message text.

6. Poker Event Requirements and Rules of Play

The licensee must manage and conduct the licensed poker event in accordance with the following event requirements, procedures, rules of play, house policies and tournament rules contained in appendixes B and C.

The Licensee must determine the blind structure (levels, blinds, etc.) and starting chip allotment (value and number of chips) prior to the commencement of the event. The blind structure cannot be altered during play, unless otherwise determined by the Tournament Director. A sample blind structure and chip allotment is provided in appendix B (B.3 on page 13).

The blind structure and all sections in appendix C, including the general rules of play, house policies and tournament rules, must be posted at the gaming event in a prominent location visible to all players.

For reference, poker definitions and hand rankings are provided in appendix D. This information must be made available to players upon request.

6.1. Staffing the Poker Event

The licensee must provide a Tournament Director for the event, and one dealer per table. Basic requirements for these positions are set out below.

The Tournament Director must:

- Be a volunteer member of the licensee or a registered gaming service provider hired by the licensee;
- Possess sufficient knowledge and skill to fulfill the position;
- Be present throughout the poker event;
- Not participate in the poker event as a player;

Dealers must:

- Be a volunteer member of the licensee or a registered gaming service provider hired by the licensee;
- Not participate in the poker event as a player.

The list of basic job duties for each of these positions is set out in appendix B.

No person involved in conducting and managing the gaming event shall receive remuneration unless the person is employed by a registered gaming services provider contracted by the licensee to assist in the operation of the poker event.

6.2. Ticket Requirements

Players are required to purchase one, and only one, admission ticket to participate in the poker event. Tickets cannot be sold for more than \$100.00 per ticket. The number of tickets for the event printed or sold shall not exceed 100.

Admission tickets must be numbered in sequence and shall consist of two parts, one of which is to be retained by the licensee and which shall include the name and contact information of the player.

All tickets must set out the following:

- (a) Name of licensee and licence number;
- (b) Cost for admission/entry ticket to the poker event;
- (c) Starting chip allotment (value);
- (c) Prizes available;
- (d) Time and location of event; and
- (e) Total number of admission/entry tickets available for sale.

Ticket sales shall cease upon the commencement of the poker event.

To minimize cash at the event:

- Licensees are encouraged to sell the majority of their admission tickets in advance.
- Cash payments for admission tickets at the event should be discouraged. Any payments accepted at the event should be paid by credit card, debit card or cheque.

Complementary admission is prohibited.

6.3. Playing Cards and Chips

The poker games must be played with a standard 52-card deck without jokers. The licensee must ensure there are, at minimum, two decks for each table, including the primary deck and an additional replacement deck. The decks must be of high quality, and all decks must be identical. All decks must be new, and remain in their original sealed packaging until the start of the poker game.

Any deck suspected of, or containing, marked, damaged or suspect cards must be replaced and any suspected marked decks must be sent to the branch, along with a completed Section 86 Gaming Control Act Report (Appendix E contains the required form). Deck changes will be determined by the Tournament Director.

Licensees must determine in advance the number and value of chips players will receive.

In exchange for the admission ticket, each player must receive the same number and value of chips from identical sets, and only those chips can be used at the poker event.

“Re-buys,” the purchase of additional chips by a player who has run out of chips, are not permitted.

During the course of the game, chips can be exchanged for higher denominations (colour-up) at the discretion of the Tournament Director.

The poker event shall not be conducted in any manner that assigns a cash redemption value to the chips.

6.4. Prizes

Prizes, including cash and the retail prize value of merchandise prizes, whether purchased or donated, must not exceed \$2,000.00 in total for the event, and must not exceed \$1,000.00 per player.

Percentage-based cash prizes that are paid from the gross revenue generated at the poker event are permitted provided the prizes do not exceed the limits noted above.

To minimize cash at the event and mitigate security risks, all monetary prizes must be paid by cheque from the licensee's gaming account if it has one, otherwise from the general account. Canceled cheques documenting the prize amount and recipient must be retained for five years as part of the licensee's gaming records.

Donated prizes are permissible and must be advertised at fair market value. An independent third-party appraisal may be required if the prize is handcrafted, a collectible or an antique prize purchased by or donated to the applicant.

Cash alternatives are acceptable as prizes. Cash alternatives must equal the stated market value of the prize or the amount must be fully disclosed at the time of the application.

Liquor, live animals and prohibited or restricted firearms as defined in the Firearms Act (Canada), cannot be offered as prizes. In addition, an entry into any other gaming tournament, on-line poker event or other on-line gaming event may not be offered as a prize.

Prize costs are deducted from the gross revenue generated at a gaming event, but are not included in the expense calculation.

6.5. Facility Requirements

The licensee must ensure:

- The poker event is held in a facility and/or room that enables the licensee to control access to the gaming area;
- The gaming area is restricted to participants, employees and/or volunteers involved with the management and operation of the licensed poker gaming event;
- If the gaming area is located within a larger facility or room that is open to the public or spectators, a physical barrier (i.e. rope, half wall) must be erected to control access to the gaming area and ensure the general public and spectators are kept at least ten (10) feet away from the gaming tables.
- The name of the licensee is prominently displayed in the gaming area and/or at the gaming tables;
- They are appropriately licensed by the Liquor Control and Licensing Branch for liquor served in the gaming area;
- Minors do not gamble; and
- Minors do not enter the gaming area, or the room in which the gaming area is located.

Although not required, a secure room for counting money and chips is strongly recommended. Access to this count room should be restricted to only those staff or volunteers directly involved in counting cash or chips and those volunteers responsible for verifying the counts.

6.6. Tables

The poker games must be played at tables large enough to accommodate players (maximum 10 players per table) in such a manner as to ensure that the players may examine their cards without disclosing their value to other players.

Tables must be located in a clearly defined gaming area that is not accessible to anyone, other than players or event workers.

6.7. Cashier station

One or more cashier stations is required where the entry fee is paid, chips provided and prizes awarded and redeemed.

The cashier station requires dual custody. That is, two unrelated individuals, one of whom must be a member of the licensed organization, must be responsible for the funds. All cash receipts and disbursements must be documented.

For security reasons:

- Licensees should minimize the amount of cash at the event.
- The cash float used at the cashier station must be kept in a lockable cash box, register or safe. The cash box must be locked when not in use.
- Licensees are encouraged to sell the majority of their admission tickets in advance.
- Cash payments for admission tickets at the event should be discouraged. Any payments accepted at the event should be paid by credit card, debit card or cheque.
- All prize winnings must be paid by cheque.

The cash float used at the cashier station cannot come from the licensee's gaming account.

The float is not considered an expense or revenue of the event and is not reported on the Gaming Event Revenue Report.

7. Revenue from the Poker Event

All cash or cash equivalent proceeds from the poker event must immediately be deposited into the licensee's gaming account.

7.1. Poker Event Expenses

The licensee may pay actual and reasonable expenses directly related to the conduct and management of the poker event. Expenses cannot exceed 25 per cent of the gross revenue generated by the poker event. Prizes are not included in the 25 per cent expense calculations.

Permitted expenses include, but are not limited to:

- Advertising costs;
- Purchase or rental of gaming equipment;
- Rent or other costs for the gaming facility;
- Volunteer out-of-pocket expenses; and
- Contract fees for gaming services providers.

Facility expenses include only those costs associated with running the poker event. For example, if two rooms are rented for a combined event (e.g., a poker event in one room and a banquet in the other), only the costs associated with the poker event can be included as an expense.

Permitted expenses do not include costs of non-poker activities provided in conjunction with the poker event, nor contracted costs based on a percentage of revenue generated at the poker event.

All expenses related to the event must be paid by cheque from the licensee's gaming account if it has one, otherwise from the general account. Receipts documenting each expense must be retained for five years as part of the licensee's gaming records.

7.2. Volunteer out-of-pocket expenses

Volunteer out-of-pocket expenses are allowable expenses of the poker event. However, a volunteer may not be compensated for attendance at a poker event.

The licensee must retain, as part of its gaming records, third-party receipts for all out-of-pocket expenses it reimburses.

7.3. Donated expenses

Donated expenses are services that might be provided to the licensee at no cost, such as a facility where the normal rental fee is waived. Donated expenses are not reported on the Gaming Event Revenue Report.

The expense calculation includes only expenses paid with gaming funds. It does not include donated expenses.

8. Financial Control and Audit Requirements

The licensee is responsible for ensuring all requirements outlined in the conditions for its poker event licence are met. Financial and inventory controls are based on the following principles:

- Handling of cash/chips by staff or volunteers in key positions will be witnessed, verified, recorded and signed for by a second volunteer; and
- Actual cash/chip counts will be recorded and verified by a volunteer.

8.1. Access to gaming records

As a condition of the licence, the licensee must ensure the branch has reasonable access to the premises where the poker event is held. As well, the licensee must provide the branch access to all gaming records and allow the branch to copy records and remove records or equipment from the premises at its discretion.

The licensee must retain all gaming records related to its licensed gaming events for a period of five years from the end of the fiscal year in which the net proceeds were disbursed. Gaming records include all financial records, cancelled cheques, bank statements, bank transaction receipts, invoices and sale receipts, event paperwork and all receipts from the disbursement of gaming revenue.

9. Public Complaints Concerning the Conduct of the Poker Event

Your organization is encouraged to deal with all complaints in a fair and equitable manner.

Complaints regarding the conduct and management of the poker event may also be submitted in writing to the Gaming Policy and Enforcement Branch.

Written complaints will be reviewed by the branch, and when a possible breach is identified, it will be brought to your organization's attention for remediation.

10. Failure to Comply with Standard Procedures

Where, in the opinion of the General Manager, any of these procedures is not satisfactorily met by a licensee, its agents or employees, the General Manager may suspend or cancel the poker event licence; vary existing, or impose new, conditions on the poker licence; freeze the gaming account and assets; impose a fine on the licensee; and/or refuse to issue the licensee another gaming licence or a gaming grant.

Additional penalties may also be imposed under section 98 of the Gaming Control Act.

11. Gaming Policy and Enforcement Branch Contact Information

Head Office

Mailing address:

Gaming Policy and Enforcement Branch
PO Box 9310 Stn Prov Govt
Victoria BC V8W 9N1

Location (for courier deliveries or visiting in person):

3rd Floor, 910 Government Street
Victoria BC V8W 1X3

Telephone: 250 387-5311
Facsimile: 250 356-8149
E-mail: gaming.branch@gov.bc.ca
Web: www.gaming.gov.bc.ca

Lower Mainland Regional Office

Gaming Policy and Enforcement Branch
220 – 4370 Dominion Street
Burnaby BC V5G 4L7

Telephone: 604 660-0245
Facsimile: 604 660-0267

Interior Regional Office

Gaming Policy and Enforcement Branch
200 – 1517 Water Street
Kelowna BC V1Y 1J8

Telephone: 250 861-7363
Facsimile: 250 861-7362

Northern Regional Office

Gaming Policy and Enforcement Branch
211, 1577 – 7th Avenue
Prince George BC V2L 3P5

Telephone: 250 612-4122
Facsimile: 250 612-4130

Other Key Contacts

Audit and Compliance Division (Lower Mainland)	604 660-0245
Investigations Division (Lower Mainland)	604 660-0245
Licensing and Grants Division (Victoria).....	250 387-5311
Registration and Certification Division (Victoria).....	250 356-0663

Appendix A: Advertising and Marketing Standards for Gambling in British Columbia



Gaming Policy and Enforcement Branch

ADVERTISING AND MARKETING STANDARDS FOR GAMBLING IN BRITISH COLUMBIA

Context

The Province of British Columbia wants to ensure gambling activities are carried out in a socially responsible manner. The Gaming Policy and Enforcement Branch regulates gambling in B.C.

Authority and Application

Section 27(2)(d) of the Gaming Control Act authorizes the General Manager of the Gaming Policy and Enforcement Branch to establish public interest standards for the gambling industry. The following advertising and marketing standards apply to products and/or gaming facilities promoted by BC Lottery Corporation, gaming service providers, and gaming event licensees. These standards do not apply to corporate advertising which does not include references to, or promote, products and/or gaming facilities.

As an agent of government, the BC Lottery Corporation conducts and manages most commercial gaming in the province, including casinos, commercial bingo halls, community gaming centres, and lotteries. The Corporation contracts with gaming services providers to operate those gaming facilities.

Private companies are licensed, as gaming services providers, to operate horse race tracks and tele-theatre outlets.

Community organizations may be licensed to conduct gaming events, such as ticket raffles, independent bingos, social occasion casinos, and wheels of fortune.

All advertising related to gambling is expected to abide by provincial standards of conduct as outlined in this document. Furthermore, organizations are expected to abide by any additional marketing and advertising standards published in relevant Gaming Policy and Enforcement Branch standard procedure documents.

Objectives

- To ensure gambling is represented in a responsible manner in all advertising and marketing.
- To ensure that targeted media campaigns enhance public awareness of both responsible and problem gambling issues and services.

Appendix A – Advertising and Marketing Standards for Gambling in British Columbia

Advertising and Marketing Standards

Any advertising or marketing of a gaming event or scheme must be displayed in compliance with applicable laws and policies and must not be immoral or obscene in any way. Any depiction of a dominant characteristic of which is the undue exploitation of sex, or of sex, and any one or more of the following subjects, namely, crime, horror, cruelty and violence, shall be deemed to be obscene.

In cases not specifically covered in this document, it is expected that the spirit of the requirements will be followed.

Responsible Gambling

- Advertising and marketing materials must, as deemed reasonable and appropriate by GPEB, contain a responsible gambling message. Questions related to reasonable and appropriate messaging should be directed to GPEB's Director, Responsible and Problem Gambling.
- The Province's responsible/problem gambling materials and information about how a problem gambler may obtain help must be easily visible - in high traffic areas of gaming facilities, on electronic media pages such as PlayNow.com where gambling is promoted, at locations where gaming products are being sold, or (when requested) at licensed gaming events.
- Responsible and problem gambling messaging must reflect the demographic targeted by the advertising and marketing materials/activities. Responsible and problem gambling messaging must be presented in the same language as the language of the advertisement.
- Advertising and marketing materials **must not**:
 - Encourage people to play beyond their means;
 - Imply the certainty of financial reward or alleviation of personal and financial difficulties;
 - Present gambling as an alternative to employment or as a financial investment;
 - Encourage play as a means of recovering past gambling or other financial losses;
 - Imply that chances of winning increase the longer one plays;
 - Suggest skill, practice and experience, individually or together, can ensure a positive outcome;
 - Knowingly depict inappropriate use of the product(s) or be placed in, or adjacent to, other media that depict inappropriate use of the product(s); or depict a pre-occupation with gambling.

Odds of Winning

- Information on the odds of winning must be clearly stated and made available to the public through relatively accessible means.
- Information on the odds of winning must factually report the chances of winning in various gambling activities.
- Advertising and marketing materials must:
 - Not present winning as the most probable outcome, nor misrepresent a person's chance of winning a prize; and
 - Describe prize amounts accurately, indicating, where necessary, if prizes are in the form of annuities.

Appendix A – Advertising and Marketing Standards for Gambling in British Columbia

Protecting Minors

Minors are defined as youth and/or children under the legal purchase age of 19.

- Advertising and marketing materials must not:
 - Use individuals who are, or appear to be, minors to promote gambling;
 - Appear in media directed primarily to minors, or where most of the audience is reasonably expected to be minors;
 - Appear on outdoor displays that are directly adjacent to schools or other primarily youth-oriented locations;
 - Appear at venues where the primary audience is reasonably expected to be minors;
 - Be based on themes, or use language, intended to appeal primarily to minors;
 - Promote gambling in television or radio programming whose primary audience is expected to be minors; or
 - Contain cartoon figures, symbols, role models, and/or celebrity/entertainer endorsers whose primary appeal is to minors.

Issued by:

John Mazure, General Manager

September 2015

Appendix B: Conducting the No Limits Hold'em Poker Tournament Event

A. Job Duties and Requirements (Tournament Director and Dealers)

The list of basic job duties and requirements for the two positions are as follows:

A.1 Tournament Director

The Tournament Director must:

- Be a volunteer member of the licensee, or a registered gaming service provider hired by the licensee;
- Possess sufficient knowledge and skill to fulfill the position;
- Be present throughout the poker event;
- Not participate in the poker event as a player;
- Provide fair and consistent determinations when disputes or questions arise;
- Refer to the Official Rules of Poker (see Appendix C) to resolve issues in the event that a situation arises that is not addressed in these Standard Procedures (including the appendices). In cases where there is a conflict, these Standard Procedures (including appendices) prevail.
- Remove disruptive players from the Tournament. The Tournament Director may determine a system of warnings and penalties to deal with disruptive players.
- Time & announce the blinds, and ensure they are being raised appropriately.
- Record in writing all disputes and irregularities related to game play that required the Tournament Director's intervention;
- Supervise the process of chip transfers between tables and chip removals in the colour-up process;
- Report to the Branch, without delay, any real or suspected wrongdoing associated with the licensed gaming event. This includes, but is not limited to, cheating at play, thefts, fraud and assaults. The required reporting form, Section 86 Gaming Control Act Report, is contained in Appendix E.

A.2 Dealers

The Dealers at each table must:

- Be a volunteer member of the licensee or a registered gaming service provider hired by the licensee;
- Not participate in the poker event as a player.
- Run the table according to the Rules of the Game and the instructions of the Tournament Director;
- Monitor the actions at the tables under the direction of the Tournament Director; and,
- Resolve minor issues not requiring the Tournament Director.

B. How to Play No Limits Texas Hold'em

B.1 The Basics of Texas Hold'em

The basic rules of the game are as follows:

- The player to the left of the button posts the small blind.
- The player to the left of the small blind posts the big blind.
- Each player, beginning with the player to the left of the button, is dealt two cards face-down (*The Pocket Cards*).
- The first betting round begins with the player to the left of the big blind. The small and big blinds may fold, check, call, or raise, as appropriate, when called upon to act.
- The dealer burns one card and turns three community cards face-up (*The Flop*).
- The second betting round begins with the player to the left of the button.
- The dealer burns one card and turns one community card face-up (*The Turn*).
- The third betting round begins with the player to the left of the button.
- The dealer burns one card and turns one community card face-up (*The River*).
- The fourth, and final, betting round begins with the player to the left of the button.
- Card showdown with the pot being awarded to the winner(s).
- The dealer button is advanced clockwise one player.

B.2 Playing No Limits Texas Hold'em – Detailed Description

Texas Hold'em uses a dealer button to indicate the theoretical dealer. After each hand is complete, the button moves clockwise to the next active player. This player is referred to as "the button" and is considered to be "the dealer" for that hand.

The player to the left of the button is required to post the small blind. The small blind is usually equal to half the amount of the big blind. The player to the left of the small blind is required to post the big blind. All blinds in Hold'em poker are considered live bets and players who post them have the option of checking, calling, raising or folding when the betting returns to their position.

After the blinds have been posted, two hole cards are dealt to each active player, after which the first betting round begins with the player to the left of the big blind. There is no limit to the number, or quantity, of raises that a player may make in any round.

A player who does not have enough chips to call a bet is declared "All-In." That player is eligible for the portion of the pot to the point of his final wager, the "main pot." All further betting action involving other players takes place in a "side pot," which is unavailable to the player who has already gone All-In.

After the first round of betting, the dealer burns one card and turns three community cards (*The Flop*) face-up on the table. The community cards are common to all the players participating in the hand.

The second betting round begins with the first active player to the left of the button.

After the second round of betting, the dealer burns one card and turns the fourth community card (*The Turn*) face-up on the table.

The third betting round begins with the first active player to the left of the button.

Appendix B – Conducting the No Limits Texas Hold'em Poker Tournament Event

After the third round of betting, the dealer burns one card and turns the fifth community card (*The River*) face-up on the table.

The fourth, and final, betting round begins with the first active player to the left of the button.

After the final round of betting, there is a card showdown. Each player displays his or her cards and one or more winners are declared. All five cards must be shown to win. A combination of any of the following may be used:

- Both hole cards and three community cards.
- One hole card and four community cards.
- All five community cards (playing the board).

The last player to bet or raise, or to check first if no one else bets, is required to show his or her cards first at the showdown. The remaining players may or may not show their cards as they wish.

If two or more hands are of the same ranking, the winner is the one having the higher cards. If the hands are tied, the highest card not being held in common (the kicker) determines the winner. The suit order of the cards is not taken into account while determining the winning hand(s). Should poker hands be absolutely identical in ranking, the pot will be split equally between the winning players. If there is an odd chip, the winning player to the left of the button will receive it.

B.3 Blind Structure and Starting Chips – Example

The licensee must determine the structure of the poker event (levels, blinds, number and value of starting chips, etc.) prior to the commencement of the event and must post the blind structure in a prominent location where it will be visible to all event participants. The blind structure shall not be altered during the event, except at the discretion of the Tournament Director.

An example of a blind structure for a five-table poker event is provided below, based on \$1,500 in starting chips in the following denominations:

- Eight (8) chips representing \$25 denominations (green chips)
- Thirteen (13) chips representing \$100 denominations (black chips).

Five Table Blind Structure - Example		
Starting chips: \$1,500		
Level	Blinds	Time (minutes)
1	25 / 50	20
2	50 / 100	20
3	100 / 200	20
4	200 / 400	20
5	300 / 600	20
6	400 / 800	20

Table continued on next page

Five Table Blind Structure - Example Starting chips: \$1,500 (continued)		
7	600 / 1,200	20
8	1,000 / 2,000	20
9	1,500 / 3,000	20
10	2,000 / 4,000	20
11	3,000 / 6,000	20
12	5,000 / 10,000	20
13	7,000 / 14,000	20
14	10,000 / 20,000	20
15	15,000 / 30,000	20
16	20,000 / 40,000	20

B.4 Seating Procedures

Seating procedures are as follows:

- Each poker table shall start with a maximum of 10 players.
- Player seats will be randomly assigned.
- A change of seat is not allowed after play starts, except as assigned by the Tournament Director between blind increases.
- When multiple tables are used for the poker event, the number of players at each table will be kept equal or as equal as possible.
- As players are eliminated, randomly assign the remaining players to empty seats at other tables, keeping tables reasonably balanced.
- If a player is required to move to balance the tables, it will be done in a manner that is fair to all players according to position of the blinds (i.e. if a player who is due to play the big blind is moved, they should be positioned as close in sequence as possible to play the big blind in the new location).
- The number of players at each table will be kept reasonably balanced by the transfer of a player as needed. When more than six tables are in play, table size will be kept equal within two players. When six tables or fewer are in play, table size will be kept equal within one player.

B.5 Dealing and Betting Procedures

Dealing and betting procedures are as follows:

- At the start of the tournament, the Dealer at each table must open a new standard deck of 52 cards in full view of all the players.
- The cards shall be checked by the players to ensure a full complement of cards.
- The cards shall be washed face down and shuffled.
- Any deck suspected of, or containing, marked, damaged or suspect cards must be replaced and any suspected marked decks must be provided with the event incident report. Deck changes will be determined by the Tournament Director.
- The active player to the right of the dealer (i.e., seat 10) shall start the game with the button.
- The first player to the left of the button shall post the small blind. The second player to the left of the designated dealer shall post the big blind.

Appendix B – Conducting the No Limits Texas Hold'em Poker Tournament Event

- Starting with the first player to the left of the button, cards shall be dealt clockwise until each player has 2 cards (ending with the dealer).
- The first round of betting shall take place.
- The dealer shall then burn one card face down and deal 3 cards face up (*The Flop*).
- The second round of betting shall take place.
- The dealer will then burn a card face down and deal 1 card face up (*The Turn Card*).
- The third round of betting shall take place.
- The dealer will then burn another card face down and deal 1 card face up (*The River Card*).
- There will be a final round of betting.
- Once all bets are completed, all remaining players shall turn their cards over and make the best possible poker hand out of their 2 cards plus the 5 community cards on the table. The best hand wins the pot.
- The sequence is repeated with the next player (on the left) getting the button.
- The play will be timed and the betting structure shall increase at regular intervals until first and second finishers have been determined.
- Any players losing all of their tournament chips are eliminated from the tournament.
- The Tournament Director may call the clock on a player who has not made a decision on the next action. The player shall have one minute, including a ten-second countdown, to act. If the time expires without action, the player's hand is dead

Appendix C: General Poker Rules of Play

CONDUCT CODE

The Tournament Director will maintain a pleasant environment for all players and event staff, but is not responsible for the conduct of any player. A code of conduct has been established that may deny access to future tournaments/games to anyone who violates it. The following are not permitted:

- Collusion with another player or any other form of cheating.
- Verbally or physically threatening any player, volunteer or employee.
- Using profanity or obscene language.
- Creating a disturbance by arguing, shouting, or making excessive noise.
- Throwing, tearing, bending, or crumpling cards.
- Destroying or defacing property.
- Using an illegal substance.
- Carrying a weapon.

POKER ETIQUETTE

NOTE: Definitions for the words underlined in the following section are available upon request.

The following actions are improper, and grounds for warning, suspending, or barring a violator:

- Deliberately acting out of turn.
- Deliberately splashing chips into the pot.
- Agreeing to check a hand out when a third player is all-in.
- Reading a hand for another player at the showdown before it has been placed faceup on the table.
- Telling anyone to turn a hand faceup at the showdown .
- Revealing the contents of a live hand in a multi-handed pot before the betting is complete.
- Players may not divulge the contents of a hand during a deal to any participant, including any players not in the pot. This ensures no information is transmitted to an active player.
- Needlessly stalling the action of a game.
- Deliberately discarding hands away from the muck (discarding hands). Cards should be released in a low line of flight, at a moderate rate of speed (not at the dealer's hands or chip-rack).
- Stacking chips in a manner that interferes with dealing or viewing cards.
- Making statements or taking action that could unfairly influence the course of play, whether or not the offender is involved in the pot.
- Using a cell phone at the table.

HOUSE POLICIES

DECISION-MAKING

1. The Tournament Director reserves the right to make decisions in the spirit of fairness, even if a strict interpretation of the rules may indicate a different ruling.
2. Decisions of the Tournament Director are final.
3. The proper time to draw attention to an error or irregularity is when it occurs or is first noticed. Any delay may affect the ruling.
4. If an incorrect rule interpretation or decision by the Tournament Director is made in good faith, the licensee has no liability.
5. A ruling may be made regarding a pot if it has been requested before the next deal starts (or before the game either ends or changes to another table). Otherwise, the result of a deal must stand. The first riffle of the shuffle marks the start for a deal.
6. If a pot has been incorrectly awarded and mingled with chips that were not in the pot, but the time limit for a ruling request given in the previous rule has been complied with, the Tournament Director may determine how much was in the pot by reconstructing the betting, and then transfer that amount to the proper player.
7. The same action may have a different meaning, depending on who does it, so the possible intent of an offender will be taken into consideration. Some factors here are the person's amount of poker experience and past record.

PROCEDURES

1. Tournament Director will decide when to start or close any game.
2. Only tournament chips permitted at the table.
3. Tournament chips may not be removed when leaving the table, except where the player is moving to a different table under the direction of the Tournament Director. The establishment is not responsible for any shortage or removal of chips left on the table during a player's absence, even though we will try to protect everyone as best we can.
4. All tournament chips must be kept in plain view.
5. Only one person may play a hand.
6. No one is allowed to play another player's chips.
7. Pushing bets ("saving" or "potting out") is not allowed.
8. Pushing an ante or posting for another person is not allowed.
9. Players must keep their cards in full view. This means above table level and not past the edge of the table. The cards should not be covered by the hands in a manner to completely conceal them.
10. Any player is entitled to a clear view of an opponent's chips. Higher denomination chips should be easily visible.
11. No set-up request. No deck can be changed unless the cards are damaged.

Appendix C – Must be posted at the gaming event in a prominent location visible to all players.

12. Looking through the discards or deck stub is not allowed.
13. After a deal ends, dealers may not show what card would have been dealt.
14. A player is expected to pay attention to the game and not hold up play. Activity that interferes with this such as reading at the table is discouraged, and the player will be asked to cease if a problem is caused.
15. A non-player may not sit at the table.
16. Speaking a language other than English during a deal is not allowed.

SEATING

1. The Tournament Director has the right to require that any two players not play in the same game if collusion is suspected (husband and wife, relatives, business partners, and so forth).
2. All seating will be randomly assigned.

MISDEALS

1. The following circumstances cause a misdeal, provided attention is called to the error before two players have acted on their hands (If two players have acted in turn, the deal must be played to conclusion, as explained in rule #2):
 - (a) The first or second card of the hand has been dealt face-up or exposed through dealer error.
 - (b) Two or more cards have been exposed by the dealer.
 - (c) Two or more boxed cards (improperly faced cards) are found.
 - (d) Two or more extra cards have been dealt in the starting hands of a game.
 - (e) An incorrect number of cards has been dealt to a player, except the top card may be dealt if it goes to the player in proper sequence.
 - (f) Any card has been dealt out of the proper sequence (except an exposed card may be replaced by the burncard).
 - (g) The dealer button was out of position.
 - (h) The first card was dealt to the wrong position.
 - (i) Cards have been dealt to an empty seat or a player not entitled to a hand.
2. Once action occurs, a misdeal can no longer be declared. The hand will be played to conclusion, and no money will be returned to any player whose hand is fouled. In button game, action is considered to occur when two players after the blind have acted on their hands.

DEAD HANDS

1. Your hand is declared dead if:
 - (a) You fold or announce that you are folding when facing a bet or a raise.
 - (b) You throw your hand away in a forward motion causing another player to act behind you (even if not facing a bet).

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- (c) The hand does not contain the proper number of cards for that particular game.
 - (d) You act on a hand with a joker as a holecard in a game not using a joker. (A player who acts on a hand without looking at a card assumes the liability of finding an improper card, as given in Irregularities, rule #8.)
 - (e) You have the clock on you when facing a bet or raise and exceed the specified time limit.
2. Cards thrown into the muck may be ruled dead. However, a hand that is clearly identifiable may be retrieved at the Dealer's discretion, if doing so is in the best interest of the game. The Dealer will make an extra effort to rule a hand retrievable if it was folded as a result of false information given to the player.
 3. Cards thrown into another player's hand are dead, whether they are face-up or facedown.

IRREGULARITIES

1. In button games, if it is discovered that the button was placed incorrectly on the previous hand, the button and blinds will be corrected for the new hand in a manner that gives every player one chance for each position on the round (if possible).
2. You must protect your own hand at all times. Your cards may be protected with your hands, a chip, or other object placed on top of them. If you fail to protect your hand, you will have no redress if it becomes fouled or the dealer accidentally kills it.
3. If a card with a different color back appears during a hand, all action is void and all chips in the pot are returned to the respective bettors. If a card with a different color back is discovered in the stub, all action stands.
4. If two cards of the same rank and suit are found, all action is void, and all chips in the pot are returned to the players who wagered them (subject to next rule).
5. A player who knows the deck is defective has an obligation to point this out. If a player instead tries to win a pot by taking aggressive action (trying for a free roll), the player may lose the right to a refund, and the chips may be required to stay in the pot for the next deal.
6. A card discovered face-up in the deck (boxed card) will be treated as a meaningless scrap of paper. A card being treated as a scrap of paper will be replaced by the next card below it in the deck, except when the next card has already been dealt facedown to another player and mixed in with other downcards. In that case, the card that was face-up in the deck will be replaced after all other cards are dealt for that round.
7. A joker that appears in a game where it is not used is treated as a scrap of paper. Discovery of a joker does not cause a misdeal. If the joker is discovered before a player acts on his or her hand, it is replaced as in the previous rule. If the player does not call attention to the joker before acting, then the player has a dead hand.
8. If you play a hand without looking at all of your cards, you assume the liability of having an irregular card or an improper joker.
9. One or more cards missing from the deck does not invalidate the results of a hand.
10. Before the first round of betting, if a dealer deals one additional card, it is returned to the deck and used as the burncard.
11. A card that is flashed by a dealer is treated as an exposed card. A card that is flashed by a player will play. To obtain a ruling on whether a card was exposed and should be replaced,

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a player should announce that the card was flashed or exposed before looking at it.

A downcard dealt off the table is an exposed card.

12. If a card is exposed due to dealer error, a player does not have an option to take or reject the card. The situation will be governed by the rules for the particular game being played.
13. If you drop a card on the floor out of your hand, you must still play that card.
14. If the dealer prematurely deals any cards before the betting is complete, those cards will not play, even if a player who has not acted decides to fold.

TOURNAMENT PLAY RULES

AS DEVELOPED BY THE TOURNAMENT DIRECTORS' ASSOCIATION:

1. The designated supervisor (Tournament Director) must consider the best interest of the game and fairness as the top priority in the decision-making process. Unusual circumstances can, on occasion, dictate that the technical interpretation of the rules be ignored in the interest of fairness. The designated supervisor's decision is final.
2. Odd chips: The odd chip(s) will go to the high hand. In flop games, when there are two or more high hands or two or more low hands, the odd chip(s) will go to the left of the button.
3. Side pots: Each side pot will be split as a separate pot. They will not be mixed together before they are split.
4. Calling for the clock procedures: Once a reasonable amount of time has passed and a clock is called for, a player will be given one minute to make a decision. If action has not been taken by the time the minute is over, there will be a 10 second countdown. If a player has not acted on his hand by the time the countdown is over, the hand will be dead.
5. Penalties: A penalty MAY be invoked if a player exposes any card with action pending, if a card(s) goes off the table, if soft-play occurs, or similar incidents take place. Penalties WILL be invoked in cases of abuse, disruptive behavior, or similar incidents.
6. A player must be at the table by the time all players have complete hands in order to have his hand live. Players must be at the table to call time. In flop games, the big blind's hand will be dead if he is not there to act on it before the flop.
7. All cards will be turned face up once a player is all in and all action is complete.
8. If a player puts in a raise of 50 percent or more of the previous bet, he will be required to make a full raise. The raise will be exactly the minimum raise allowed.
9. An oversized chip before the flop is a call; after the flop, an oversized chip by the initial bettor put in the pot will constitute the size of the bet. If a player states raise and throws in an oversized chip, the raise will be the maximum amount allowable up to the size of that chip.
10. The one-player-to-a-hand rule will be enforced.
11. Tournament seats will be randomly assigned.
12. The English-only rule will be enforced during the play of hands.
13. A player who wants to use a cellular phone must step away from the table.
14. There will be no foreign chips on the table except for a maximum of one card cap.
15. When time has elapsed in a round and a new round is announced, the new limits apply to the next hand. A hand has begun with the first riffle.
16. If a player leaves the table, their hand will be dealt in, chips blinded when appropriate, and the hand will be mucked by the dealer.
17. Players must keep their highest denomination chips visible at all times.

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18. Verbal declarations as to the content of a player's hand are not binding; however at management's discretion, any player deliberately miscalling his hand may be penalized.
19. All chips must be visibly displayed at all times. Players may not have tournament chips in their pockets at any time. A player who has chips in his pocket will forfeit the chips. The forfeited chips will be taken out of play from the tournament.
20. Moving players: In flop games, players will be moved from the big blind to the worst position.
21. If a dealer kills an unprotected hand, the player will have no redress and will not be entitled to his money back. An exception would be if a player raised and his raise had not been called yet, he would be entitled to receive his raise back.
22. Dealers cannot kill a winning hand that was turned face up and was obviously the winning hand.
23. Verbal declarations in turn are binding. Action out of turn may be binding.
24. Management reserves the right to cancel or alter any event at its sole discretion in the best interest of the bar or its players.
25. Penalties available for use by the Tournament Director are verbal warnings, 10, 20, 30, and 40 minutes away from the table and may be used with discretion. These may be utilized up to and including disqualification. A player who is disqualified shall have his chips removed from play.
26. Players are obligated to protect the other players in the tournament at all times. Discussing cards discarded or hand possibilities is not allowed.
27. A player who exposes his cards during the play may incur a penalty, but will not have his hand killed.
28. When raising, a player must either put the amount of the raise out in one motion or state the raise amount. By stating the word raise, a player protects his right to raise, but the raise must be made in one additional motion unless he states the amount.
29. Verbally disclosing the contents of your hand or advising a player how to play a hand may result in a penalty.
30. In no-limit, less than a full raise does not reopen the betting to a player who already has acted.
31. Chip race rule: When it is time to colour-up chips, they will be raced off with a maximum of one chip going to any player. The chip race will always start in the No.1 seat. A player cannot be raced out of a tournament. In the event that a player has only one chip left, the regular race procedure will take place. If that player loses the race, he will be given one chip of the smallest denomination still in play.
32. Players going from a broken table to fill in seats assume the rights and responsibilities of the position. They can get the big blind, the small blind, or the button. The only place they cannot get a hand is between the small blind and the button. A player moved to balance tables will take the worst position. A dead button situation may occur.

Appendix D: Poker Definitions

ACTION: A fold, check, call, bet, or raise. For certain situations, doing something formally connected with the game that conveys information about your hand may also be considered as having taken action. Examples would be showing your cards at the end of the hand, or indicating the number of cards you are taking at draw.

AGGRESSIVE ACTION: A wager that could enable a player to win a pot without a showdown; a bet or raise.

ALL-IN: When you have put all of your playable money and chips into the pot during the course of a hand, you are said to be all-in.

ANTE: A prescribed amount posted before the start of a hand by all players.

BET: The act of placing a wager in turn into the pot on any betting round, or the chips put into the pot.

BIG BLIND: The largest regular blind in a game.

BLIND: A required bet made before any cards are dealt.

BOXED CARD: A card that appears faceup in the deck where all other cards are facedown.

BURNCARD: After the initial round of cards is dealt, the first card off the deck in each round that is placed under a chip in the pot, for security purposes. To do so is to burn the card; the card itself is called the burncard.

BUTTON: A player who is in the designated dealer position. See dealer button.

BUY-IN: The minimum amount of money required to enter any game.

CALL: To match, rather than raise, the previous bet.

CAPPED: Describes the situation in limit poker in which the maximum number of raises on the betting round have been reached.

CARDS SPEAK: The face value of a hand in a showdown is the true value of the hand, regardless of a verbal announcement.

CHECK: To waive the right to initiate the betting in a round, but to retain the right to act if another player initiates the betting.

CHECK-RAISE: To waive the right to bet until a bet has been made by an opponent, and then to increase the bet by at least an equal amount when it is your turn to act.

COLOUR-UP: During a poker tournament, the Tournament Director may elect to remove the smaller denomination chips from play. Usually a "color up" will result in removing those big stacks of chips from players and replacing them with a smaller quantity of higher denomination chips.

COMMUNITY CARDS: The cards dealt faceup in the center of the table that can be used by all players to form their best hand.

CUT: To divide the deck into two sections in such a manner as to change the order of the cards.

CUT-CARD: Another term for the bottom card.

Appendix D – *Must be made available to participants upon request.*

DEAD CARD: A card that is not legally playable.

DEAD HAND: A hand that is not legally playable.

DEAD MONEY: Chips that are taken into the center of the pot because they are not considered part of a particular player's bet.

DEAL: To give each player cards, or put cards on the board. As used in these rules, each deal refers to the entire process from the shuffling and dealing of cards until the pot is awarded to the winner.

DEALER BUTTON: A flat disk that indicates the player who would be in the dealing position for that hand (if there were not a house dealer). Normally just called "the button."

DECK: A set of playing-cards. A full complement of 52 cards.

DISCARD(S): In a draw game, to throw cards out of your hand to make room for replacements, or the card(s) thrown away; the muck.

FACECARD: A king, queen, or jack.

FIXED LIMIT: In limit poker, any betting structure in which the amount of the bet on each particular round is pre-set.

FLASHED CARD: A card that is partially exposed.

FLOP: The three community cards that are turned simultaneously after the first round of betting is complete.

FLUSH: A poker hand consisting of five cards of the same suit.

FOLD: To throw a hand away and relinquish all interest in a pot.

FOURTH STREET: The first boardcard after the flop in Hold'em (also called the turn card).

FOULED HAND: A dead hand.

FULL HOUSE: A hand consisting of three of a kind and a pair.

HAND: (1) All a player's personal cards. (2) The five cards determining the poker ranking. (3) A single poker deal.

HEADS-UP PLAY: Only two players involved in play.

HOLECARDS: The cards dealt facedown to a player.

KICKER: The highest unpaired card that helps determine the value of a five-card poker hand.

MISCALL: An incorrect verbal declaration of the ranking of a hand.

MISDEAL: A mistake on the dealing of a hand which causes the cards to be reshuffled and a new hand to be dealt.

MISSED BLIND: A required bet that is not posted when it is your turn to do so.

MUCK: (1) The pile of discards gathered face down in the center of the table by the dealer. (2) To discard a hand.

NO-LIMIT: A betting structure where players are allowed to wager any or all of their chips in one bet.

OPTION: The choice to raise a bet given to a player with a blind.

Appendix D – *Must be made available to participants upon request.*

PASS: (1) Decline to bet. In a pass-and-out game, this differs from a check, because a player who passes must fold. (2) Decline to call a wager, at which point you must discard your hand and have no further interest in the pot.

PLAY THE BOARD: Using all five community cards for your hand in Hold'em.

POSITION: (1) The relation of a player's seat to the blinds or the button. (2) The order of acting on a betting round or deal.

POT-LIMIT: The betting structure of a game in which you are allowed to bet up to the amount of the pot.

PROTECTED HAND: A hand of cards that the player is physically holding or has topped with a chip or some other object to prevent a fouled hand.

PUSH: When a new dealer replaces an existing dealer at a particular table.

RABBIT HUNTING: Looking through the undealt deck of cards.

RAISE: To increase the amount of a previous wager. This increase must meet certain specifications, depending on the game, to reopen the betting and count toward a limit on the number of raises allowed.

RERAISE: To raise someone's raise.

SCRAMBLE: A facedown mixing of the cards.

SIDE POT: A separate pot formed when one or more players are all in.

SHOWDOWN: The final act of determining the winner of the pot after all betting has been completed.

SHUFFLE: The act of mixing the cards before a hand.

SMALL BLIND: In a game with multiple blind bets, the smallest blind.

SOFT PLAY: Having a strong hand (even the best hand) but not betting it.

SPLIT POT: A pot that is divided among players, either because of a tie for the best hand or by agreement prior to the showdown.

STACK: Chips in front of a player.

STRAIGHT: Five cards in consecutive rank.

STRAIGHT FLUSH: Five cards in consecutive rank of the same suit.

STREET: Cards dealt on a particular round in stud games. For instance, the fourth card in a player's hand is often known as fourth street.

STUB: The portion of the deck which has not been dealt.

SUPERVISOR: A retailer employee appointed to make rulings.

TIME: An expression used to stop the action on a hand. Equivalent to "Hold it."

TOURNAMENT: A poker competition, normally with an entry fee and prizes.

TURNCARD: The fourth street card in Hold'em.

WAGER: (1) To bet or raise. (2) The chips used for betting or raising.

WASH: To scramble the cards face down on the table.

Hand Ranking: From highest value to lowest value

The best 5 card hand, using any combination of your two pocket cards and the 5 community cards win. The hand rankings from highest to lowest are as follows:

1) Royal Flush

This is the best poker hand you can have.

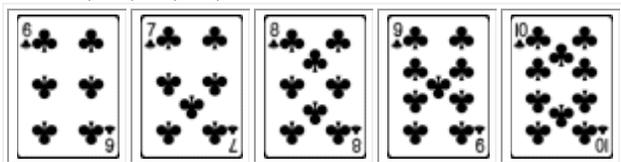
Ex: Ten, Jack, Queen, King, and Ace of the same suit.



2) Straight Flush

Five cards, all of the same suit that are in sequence.

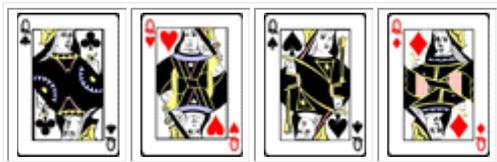
Ex: 6c, 7c, 8c, 9c, Tc



3) Four-Of-A-Kind

Four cards of equal rank

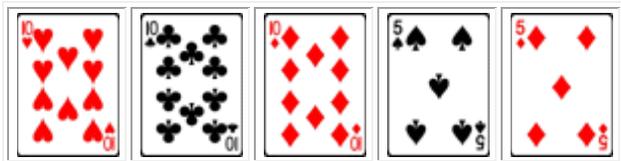
Ex: Qc, Qh, Qd, Qs



4) Full House

Three cards of equal rank, and two different cards of the equal rank. (Three of a kind and a pair)

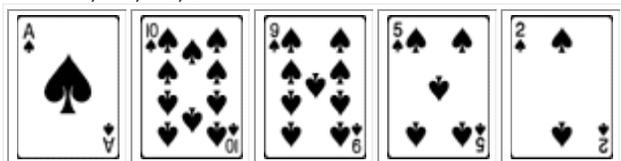
Ex: Th, Tc, Td - 5s, 5d



5) Flush

Any five cards of the same suit.

Ex: As, Ts, 9s, 5s, 2s

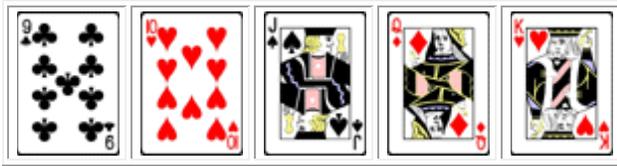


Appendix D – Must be made available to participants upon request.

6) Straight

Five cards of mixed suits, in sequence.

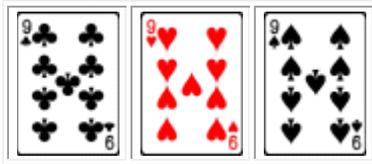
Ex: 9c, Th, Js, Qd, Kh



7) Three-Of-A-Kind

Any three cards of equal rank.

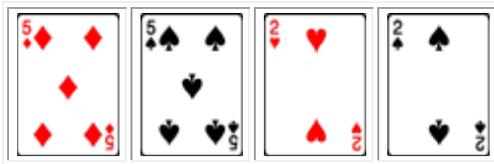
Ex: 9c, 9h, 9s



8) Two Pair

Two cards of equal rank and a different two cards of equal rank.

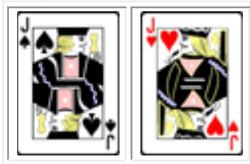
Ex: 5d, 5s - 2h, 2s



9) One Pair

Two cards of equal rank.

Js, Jh



10) High Card.

Highest single card

Ex: Ace high.

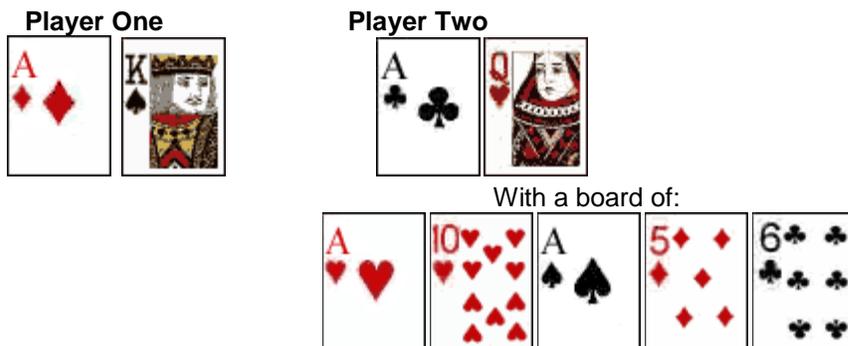


Hand Rankings – USER GUIDE with Examples

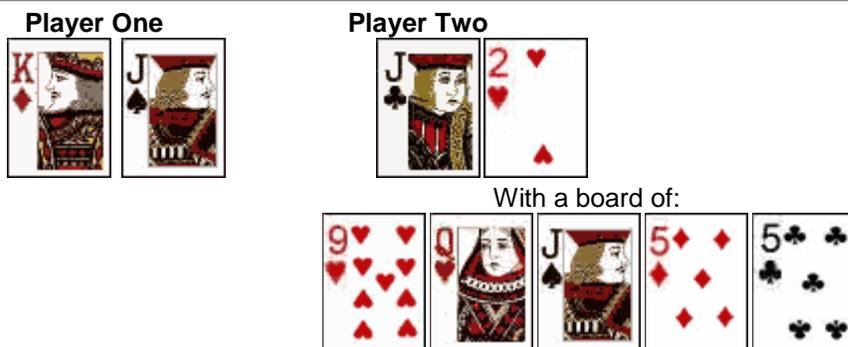
Kickers:

- Kickers are the highest unpaired side card in a player's hand.
- In Texas Hold'em you always use the best combination of five cards.

Here are some examples to further explain kickers:



Three Aces with a King kicker beats Three Aces with a Queen kicker, so Player One wins.



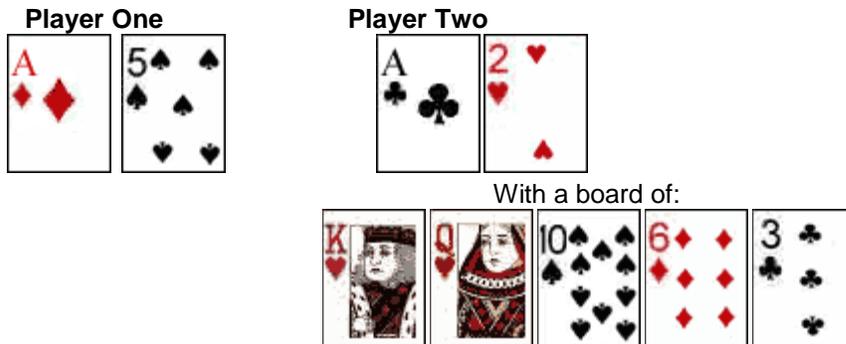
Two Pair, Jacks and Fives with a King kicker beats Two Pair, Jacks and Fives with a Queen kicker, so Player One wins.

Same goes for high card hands...



Ace High (with a hand of AKQT5) beats Ace High (with a hand of AKQT4), so Player One wins.

Appendix D – Must be made available to participants upon request.



Players 1 and 2 split the pot, both having a hand of AKQT6

Split Pots (Full House and Two Pair)

Full House Situations

A full house is made up of three-of-a-kind and a pair. In this boat...



...the three-of-a-kind is the three aces, and the pair is the two nines. When determining who wins when multiple players have a full house, you compare the rank of the three-of-a-kind. Whoever has the highest ranked set wins. If players tie for the highest ranked three-of-a-kind, then you evaluate the rank of the pair. Here are some examples...

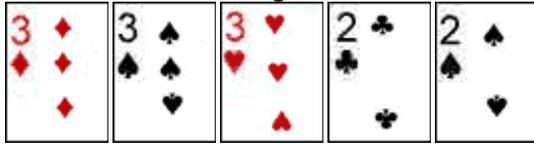
Consider the following hand...



"Nines full of Sixes" beats "Sixes Full of Nines".

Appendix D – Must be made available to participants upon request.

Consider the following hand...



"Threes full of Twos" beats "Twos full of Aces".



Consider the following hand...



"Jacks full of Nines" beats "Jacks full of Eights".



Two Pair Situations

When multiple players have two pair, you evaluate who has the highest ranked single pair first. If those tie, then evaluate the other pair. If those both tie, you use the last card as a kicker. Some examples...



"Aces and Twos" beats "Kings and Queens"



Consider the following hand...



"Kings and Queens" beats "Kings and Jacks".



Consider the following hand...

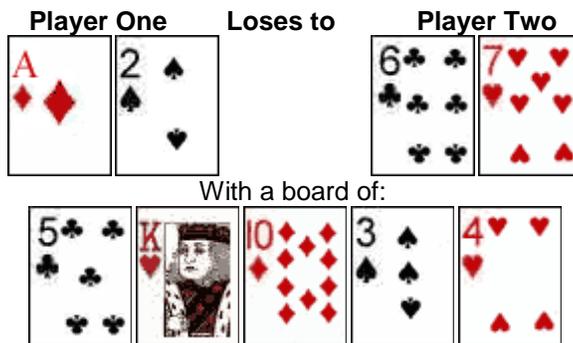


"Tens and Fives, Nine Kicker" beats "Tens and Fives, Seven Kicker".

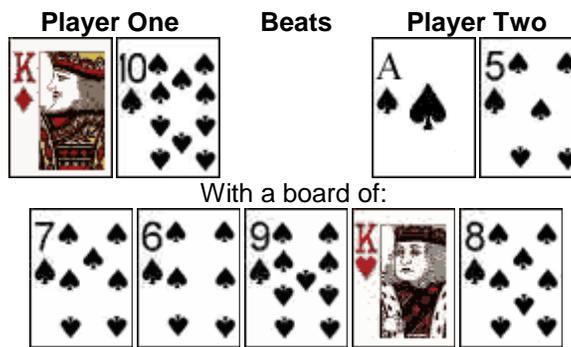
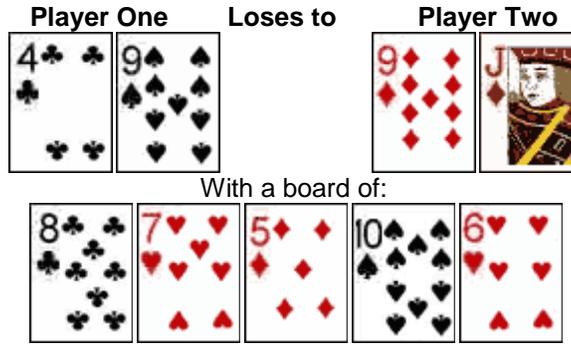


Split Pots (Straights, Flushes, and Straight Flushes)

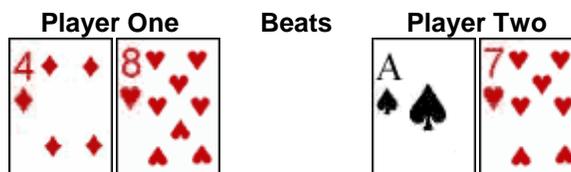
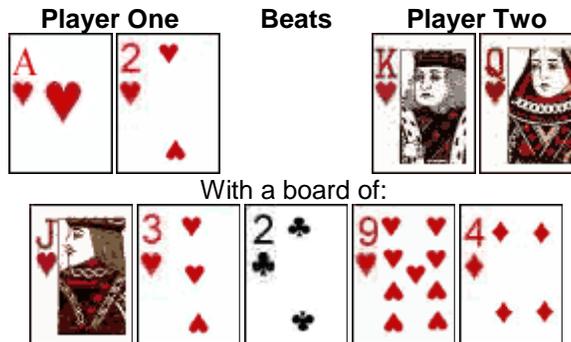
In the case of straights, flushes, and straight flushes it's simply a matter of who has the highest ranked card(s) in their straight or flush. That means there are only nine different possible five-card straights. Same goes for straight flushes (including the royal straight). In a straight the suits do not matter. Here are some examples with straights and straight flushes.



Appendix D – Must be made available to participants upon request.

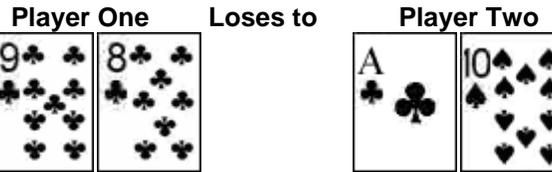


The same idea goes for flushes, except that if both players have the same high card then you compare the second highest card. If the second highest is the same you go to the third...until the five highest flush cards are compared. Here are some examples with flushes.

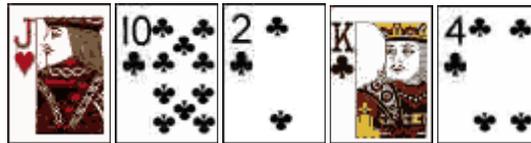


Appendix D – Must be made available to participants upon request.

With a board of:



With a board of:



Appendix F: Event Checklist

Licensees must ensure:

- Compliance with Gaming Control Act and Regulation.
- Compliance with the guidelines, standards, procedures and conditions for the licensed event.
- Financial controls are in place and reporting requirements are met.
- The tournament procedures are conducted in such a way as to ensure the fair and honest operation of the poker game.
- Responsible gambling practices are exercised.

Note:

The following check list is designed to assist licensees in conducting the licensed poker event properly. Licensees must read and fully understand the standard procedures and conditions to ensure all the requirements are met.

Key Requirements	
(Refer to the Standard Procedures and Conditions for complete requirements)	
Pre-Event Requirements	
1. Make sure you read and understand the conditions and standard procedures prior to the event.	
2. Ensure the Tournament Director (one per event) and dealers (one per table) have sufficient knowledge and skills to fulfill their roles and responsibilities (Standard Procedures, Appendix B) and fully understand the standard procedures and rules of play. Advance training is highly recommended.	
3. If you hire an individual or company to operate the poker event on your behalf, ensure the individual or company is appropriately registered and other associated requirements are met (Standard Procedures, Section 2.4).	
4. Determine the blind structure and starting chip allotment. (A sample blind structure is provided in Appendix B of the Standard Procedures).	
5. Do not advertise or sell admission tickets until your organization has received its poker event licence (Standard Procedures, Section 5).	
6. Ensure all advertising conforms to the Advertising and Marketing Standards for the B.C. Gambling Industry and includes the required responsible gambling messages (Standard Procedures, Section 5 and Appendix A).	
7. Consider ordering responsible/problem gambling materials from the Gaming Policy and Enforcement Branch to make available at the event. (Materials available at no charge.)	
8. If you plan to sell liquor at the gaming event, apply to the Liquor Control and Licensing Branch for a licence (standard procedures, Section 6.5).	
Ticket Requirements (Standard Procedures, Section 6.2)	
9. Tickets can only be sold for the amount specified on the licence (\$100 per ticket maximum).	
10. The number of tickets available for sale cannot exceed the number specified on the licence (maximum of 100 tickets permitted).	
11. Tickets must consist of two parts, one of which is retained by the licensee and includes the names and contact information of the player.	

Appendix F – Event Checklist

<p>12. Tickets must contain specified information, including:</p> <ul style="list-style-type: none"> • Name of licensee; • Licence number; • Cost of admission into the poker event; • Value of starting chips; • Prizes available; • Date, time and location of event; and • Total number of admission tickets available. 	
<p>13. To reduce security risks at the event:</p> <ul style="list-style-type: none"> • Licensees are encouraged to sell the majority of their admission tickets in advance; • Cash payments for admission tickets at the event should be discouraged; • Any payments accepted at the event should be paid by credit card, debit card or cheque; and • All prizes must be paid by cheque. 	
<p>14. Complimentary tickets are not allowed.</p>	
<p>15. All ticket sales must cease upon commencement of the event.</p>	
<p>Gaming Equipment (Standard Procedures, Sections 6.3, 6.6 and 6.7)</p>	
<p>16. At a minimum, two card decks must be provided for each table. The decks must be:</p> <ul style="list-style-type: none"> • New; • Identical and of high quality; and • Remain in their original sealed packaging until the poker game starts. 	
<p>17. In exchange for the admission ticket, all players receive the same number and value of chips, from identical sets, and only those chips can be used at the poker event.</p>	
<p>18. Provide sufficient tables to allow 8 to 10 players per table. Tables must be of a sufficient size to ensure that the players can examine their cards without disclosing their value to the other players or any spectators.</p>	
<p>19. At least one cashier station must be set up at the event to collect admission tickets and to distribute chips to players. A cash float must be held in a lockable cash box, cash register or safe.</p>	
<p>Prizes (Standard Procedures, Section 6.4)</p>	
<p>20. Prizes must be awarded to the winners at the event according to the prize structure specified on the license. Prizes must not exceed \$2,000.00 in total for the event, and must not exceed \$1,000.00 per player.</p>	
<p>21. All cash prizes must be paid to the winner by cheque.</p>	
<p>22. Liquor, live animals and prohibited or restricted firearms cannot be offered as prizes.</p>	
<p>Event Facility (Standard Procedures, Section 6.5)</p>	
<p>23. Ensure the poker event is conducted only at the location, on the days and during the times specified on the licence.</p>	
<p>24. The gaming area must be set up to enable the licensee to control access to the gaming area. Gaming area must be restricted to players and event volunteers/workers only.</p>	

Appendix F – Event Checklist

<p>25. Ensure the following documents are prominently posted at the event:</p> <ul style="list-style-type: none"> • The blind structure; • General rules of play; • House policies; • Tournament rules; • Poker event license; and • Liquor licence (where applicable). 	
<p>26. If the gaming area is held in a room open to the public, or a viewing area is provided, ensure a physical barrier (i.e. rope, half-wall) is in place to restrict access to players and gaming workers only. The general public and spectators must be kept at least ten (10) feet away from the gaming tables.</p>	
<p>Informed Choice (Responsible Gambling Standards for the BC Gambling Industry, Section 2)</p>	
<p>27. The licensee must ensure players can make informed choices by prominently displaying in the gaming area:</p> <ol style="list-style-type: none"> a) Information about potential risks associated with gambling and where to get help for a gambling problem; and b) Meaningful and accurate information about games, rules of play and general odds of winning. 	
<p>Appropriate Response (Responsible Gambling Standards for the BC Gambling Industry, Section 3)</p>	
<p>28. The licensee must have policies, procedures and training in place to:</p> <ol style="list-style-type: none"> a) Prohibit minors from participating in any form of gambling, or entering any designated adult-only gaming area; b) Prevent customers who are, or appear to be, visibly intoxicated from participating in gambling; and to c) Ensure that employees who interact with customers as part of their job function in gaming facilities where alcohol is served, have completed “Serving It Right” (a responsible service program). 	
<p>Financial Control and Audit Requirements (Standard Procedures, Section 8 and Conditions, Sections 26 – 33)</p>	
<p>29. All handling of cash and chips should be witnessed, verified, recorded and signed for by at least two volunteers.</p>	
<p>30. The recipients of all cash and merchandise prizes must sign for their winnings, and a witness must sign to verify prizes are received.</p>	
<p>31. If a service provider is used, ensure a statement is on file that fully discloses income, expenses and profit from the contract.</p>	
<p>32. Deposit all cash from the event immediately into the appropriate bank account (i.e. the licensee’s gaming account). Retain all deposit receipts.</p>	
<p>33. Maintain financial records that clearly show the amount and purpose of each transaction involving the receipt or disbursement of gaming funds.</p>	
<p>34. Retain all receipts and other gaming records for five years.</p>	
<p>35. Total expenses (excluding prizes) cannot exceed 25% of gross revenue.</p>	
<p>36. Ensure expenses are reasonable and directly related to the conduct and management</p>	

Appendix F – Event Checklist

of the poker event. Retain all expense receipts.	
37. Cash withdrawals from the gaming account are not permitted.	
38. Refer to the Conditions for complete financial control and reporting requirements.	