

Commissioners:  
Robert G. Rivera,  
Chairman  
Cindy Fields  
Mark A. Franz  
Erik C. Saenz  
Jamey Steen



# TEXAS LOTTERY COMMISSION

Gary Grief, *Executive Director*

LaDonna Castañuela, *Charitable Bingo Operations Director*

November 7, 2023

Dee Marsh  
Marsh + Mihaly Marketing Group, LLC  
PO Box 1681  
Dripping Springs, TX 78620

Dear Dee,

Before we discuss further the possible involvement of the Texas Lottery Commission (TLC) with your organization, and its upcoming event, **Founders Day Festival**, please be aware of the following information.

We understand that the date of this event is **April 26-28, 2024**. If the TLC decides to participate in the event, the TLC or a TLC licensed retailer may sell Texas Lottery tickets, award lottery promotional prizes and distribute promotional coupons to event attendees.

Depending on the agreed level of involvement, the TLC may participate in festival advertising and on-site signage. The TLC requires a 40' x 20' space for the promotional trailer, dedicated 30-amp fuse at any pedestal or power cable supplying power to the trailers with no higher than .400 millivolts on ground and neutral, and admission passes for TLC staff, vendors, and Lottery retailer employees.

The TLC cannot accept or pay for goods and services without a signed written contract. The TLC's Executive Director and the Lottery Operations Director are the only persons authorized to bind this agency. No other TLC employee or any representative of a TLC vendor is authorized to legally bind the TLC, either in writing or verbally. No discussion or proposal by a TLC employee or its representatives should be taken as a promise or guarantee, either express or implied, of the TLC's intention to enter into a legally binding agreement.

Furthermore, the TLC will not provide any artwork, banners, promotional items, tickets, or any other item of value without a signed agreement. The TLC is prohibited by law from making payment until services are rendered, and therefore, cannot pay in advance for space or promotional expenses. The TLC, as a state agency, is self-insured, and is not required to provide a certificate of insurance or authorized to indemnify the event against loss.

If your organization agrees to these conditions and chooses to continue negotiations regarding the TLC's possible involvement in this event, please sign this letter and scan or fax it to me. By signing, you are acknowledging your organization's receipt and understanding of the information provided herein.

Sincerely,

*Dana Ross*

Dana Ross  
Promotions Coordinator  
916-952-8484  
Dana.ross@lottery.state.tx.us

*Bill Foulds*

Event Organizer Signature

*12/28/23*

Date