Instructions for Sharing a Prize
Office of Attorney General
North Dakota Lottery
(09/21)

Instructions

1. One of the members of the group must sign the back of the ticket. It is not necessary for all members to sign.
2. Each member must present a valid government-issued photo ID. Proper forms of identification are listed below.
3. Each member must complete a Prize Claim – Shared Prizes form. If a member is not present to claim his or her share of the prize, the form must be notarized.
4. Each member must complete the Prize Sharing Agreement. Share percentages and amounts must equal 100 percent of the prize. Each member should ***not*** fill out a separate Prize Sharing Agreement form. If more than 4 members are sharing a prize, additional Prize Sharing Agreement forms may be used.
5. If a member is not present to claim his or her share of the prize, they must complete a Prize Sharing Agreement Addendum. This form must be notarized. This form also includes authorization for another person to receive his or her check on their behalf. If this section is left blank, their check will be mailed to the address provided.
6. The North Dakota Lottery cannot make a payment to any member until a Prize Claim – Shared Prizes form, Prize Sharing Agreement, and, if necessary, a Prize Sharing Agreement Addendum is received from all the members.

In person:

Monday – Friday, 8 a.m. to 5 p.m. (excluding state holidays)
North Dakota Lottery
1720 Burlington Drive Suite C, Bismarck, ND 58504-7736

It is recommended that you arrive no later than 4:30 p.m. because shared prizes take longer to process than individual prizes. To shorten your wait time, we can begin processing your documents before you arrive. Please contact our office at 701-328-1574 or 1-877-635-6886 for details.

By mail:

North Dakota Lottery
PO Box 204
Bismarck, ND 58502-0204
If the claim forms and ticket(s) are mailed, the risk of mailing remains with the players. Registered mail is recommended.

Proper forms of identification:
1. Driver's license
2. North Dakota Identification Card
3. Picture Identification Card with signature
4. Picture Identification Card without signature and a card with a signature