

Ohio Lottery Commission

Adjudication Hearing Process



Ohio Lottery Commission
615 W. Superior Avenue
Cleveland, Ohio 44113
Attention: Office of Legal Counsel



In compliance with Ohio Revised Code (ORC) Chapter 119, Administrative Procedures Act, the Ohio Lottery Commission (the Lottery) will not make a final adjudication order on the issue of a Lottery Retailer Sales License suspension, revocation or the denial of an application for such license without the opportunity for a hearing. If you have received a Notice of Suspension or Revocation of your Lottery Retailer Sales License or a Notice of Denial of an Application for a Lottery Retailer Sales License, you are entitled to an Adjudication Hearing if you make a written request for a Hearing within thirty (30) days of receiving your Notice. The Hearing will be held on the issue of whether the Lottery is justified in suspending or revoking your Lottery Retailer Sales License or denying your Application. The Hearing will be conducted by an impartial Hearing Officer designated by the Director of the Lottery and will comply with the requirements for Adjudication Hearings set forth in the Administrative Procedures Act.

Prior to your Hearing

You will receive a written Notice from the Lottery of your hearing date and the time when you are scheduled for an Adjudication Hearing regarding your License or Application for a License. The Hearing will take place on the Lottery's 4th floor, in the Lausche Building, which is located at 615 W. Superior Avenue, Cleveland, Ohio 44113.

Hearing Day

When you arrive in the Lobby of the Lausche Building, you must show photo identification. You will be directed to the elevators, choose the 4th floor. Lottery Security Personnel will again need your PHOTO Identification. No weapons or backpacks are permitted in the building.

- There may be a prior hearing that is still being conducted. Therefore, your hearing may not start at the exact time listed on your notice.

What to Expect at your Hearing

You should make every effort to be present at the Hearing. If your Lottery Retailer Sales License is held by an individual, you do not need an attorney; it is your decision whether to have an attorney represent you. However, if your Lottery Retailer Sales License is held by a corporation, partnership, LLC, of any type of entity formed under Title 17 of the ORC, that entity must be represented by an attorney licensed or otherwise permitted to practice law in the State of Ohio, in order to participate in the Hearing. You may bring witness(es) to your Hearing, and the witness(es) may choose to have an attorney or not, but cannot be represented by your same attorney, if you have one. You may bring exhibits to present at the Hearing, but if you do, it will be your responsibility to authenticate them.

At the Hearing, a stenographic record of the testimony and other evidence submitted will be taken by a court reporter. This record will include all of the testimony and other evidence, and rulings on the admissibility thereof, presented at the Hearing. All witnesses will be sworn in at the beginning of the Hearing and testify under oath. The Lottery will present evidence and testimony to support its position. You may do the same to support your position, which includes presenting evidence on your behalf and examining and/or cross-examining witnesses who may appear for or against you. If you choose not to be present, you may present your position, argument, and contentions in writing to the address above.

Things to Keep in Mind

- Location: The Lausche Building is located in Downtown Cleveland, Ohio.
- Parking: There is no designated parking lot for the Lottery or the Lausche Building. There are various parking options for your use in the vicinity of the Lausche Building, all with varying payment options (cell phone app, cash, etc.). The Lottery will not reimburse you for your parking fees. Please plan accordingly for potentially busy traffic and parking.
- Be Early: Please arrive at least 15 minutes early for your designated time (to ensure guest sign procedures and security protocols are met).
- Decision: A decision will not be rendered at the Hearing. The written Hearing Officer's recommendation will be mailed to you or your attorney when it is received by Lottery Legal Counsel.
- Rescheduling: The Lottery understands that extenuating circumstances may arise, if you have good cause, you may cancel or request a continuance of your Hearing by contacting the Office of Legal Counsel at lottery.adjudication.hearings@lottery.ohio.gov as soon as possible.
- Questions: If you have questions regarding this matter, please feel free to contact the Office of Legal Counsel directly at lottery.adjudication.hearings@lottery.ohio.gov or 216-774-5682. Note: Lottery Legal Counsel cannot give you legal advice. If you are represented by an attorney, please have your attorney contact us directly.