

# **GAMBLING ESTABLISHMENT COMPLIANCE INSPECTION CHECKLIST**

## **CALIFORNIA DEPARTMENT OF JUSTICE DIVISION OF LAW ENFORCEMENT / BUREAU OF GAMBLING CONTROL COMPLIANCE AND ENFORCEMENT SECTION / LICENSING SECTION**

### Authority References:

- Gambling Control Act-Business and Professions Code, Division 8, Chapter 5
- California Code of Regulations, Title 11, Division 3 (CGCC initiated)
- California Code of Regulations, Title 4, Division 18 (DOJ/BGC initiated)
- California Penal Code (PC)
- Local Ordinance or Municipal Codes

## LOCAL ORDINANCE / MUNICIPAL CODE

Authority	Description	Circle One
B&P 19803(a)(b)	<ul style="list-style-type: none"> <li>● Name of local ordinance jurisdiction: _____</li> <li>● Date of ordinance used: _____</li> </ul>	
B&P 19923	<ul style="list-style-type: none"> <li>● Source of ordinance used: _____</li> </ul>	

- Maximum number of card tables permitted in the city: \_\_\_\_\_
- Maximum number of GEs permitted in the jurisdiction: \_\_\_\_\_
- Maximum number of tables permitted in each GE: \_\_\_\_\_
- Maximum number of players at table, if limited by local ordinance: \_\_\_\_\_
- Restriction of employee and/or owner gambling while on duty: \_\_\_\_\_
- Limitations on hours of operation: \_\_\_\_\_
- Limitations on wagering limits: \_\_\_\_\_
- Limitations on games or gaming activities played or offered:  
\_\_\_\_\_

  

- Specifics regarding the Patron Security and Safety Plan in and around the GE:  
\_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

  

- What signs are required to be posted, and where?  
\_\_\_\_\_
- \_\_\_\_\_

  

● Is consumption of alcohol permitted on the premises?	Yes / No
● Does the bar/lounge need to be separate from the GE?	Yes / No
● Does the ordinance govern the issuance of work permits?	Yes / No
● Are all employees required to have work permits? (including TPPPS)	Yes / No
● Does the ordinance address the renewal cycle for work permits?	Yes / No
● Can a temporary work permit be issued?	Yes / No
● Are employees required to wear their work permits on duty?	Yes / No

**Additional Notes:**

## PHYSICAL INSPECTION / LICENSES

Authority	Description	Circle One
	<b>Document the Following:</b> <ul style="list-style-type: none"> <li>● Hours of Operation: _____</li> <li>● Total tables on floor: _____</li> <li>● Number of tables in use: _____</li> <li>● Temporary tables covered: _____</li> <li>● Number of players per table: _____</li> </ul>	
<b>Reg 12388(j)</b>	● Is the ATM accessible to seated players?	Yes / No
<b>Reg 12388(k)</b>	● Does the ATM restrict the use of Electronic Benefit Transfer Cards (EBTs)?	Yes / No
<b>B&amp;P 19850</b>	<b>State Gambling License (SGL)</b>	
	SGL Number: _____	
<b>PC 337j</b>	SGL Expiration Date: _____	
<b>B&amp;P 19875</b>	Location of SGL: _____	
	● Are there conditions associated with the SGL?	Yes / No
	If yes, list: _____	
	_____	
	_____	
<b>B&amp;P 19964</b>	<b>Local Business License</b>	
	License Number: _____	
<b>PC 337j</b>	Expiration Date: _____	
	Location of License: _____	
	<b>Local Special License</b>	
	License Number: _____	
	Expiration Date: _____	
	Type of License: _____	
	Location of License: _____	
<b>B&amp;P 24046</b>	<b>Alcoholic Beverage Control (ABC) License</b>	
<b>(ABC Act)</b>	License Number: _____	
	Expiration Date: _____	
	Location of License: _____	
<b>Additional Notes:</b>		

## EMPLOYEES / WORK PERMITS / BADGES

Authority	Description	Circle one
<b>B&amp;P 19911</b>	Are employees that have work permits 21 years or older? If no, explain: _____ _____ _____ _____	Yes / No

<b>B&amp;P 19921</b>	Does any person under the age of 21 have access to the gaming area? If yes, explain: _____ _____ _____	Yes / No
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<b>B&amp;P 19912(a)</b>	<b>Work Permits</b>	
	<ul style="list-style-type: none"> <li>● Who issues the employee work permits? _____</li> </ul>	
	<ul style="list-style-type: none"> <li>● Do all employees have a work permit?</li> </ul>	Yes / No
<b>Reg 12120(a)</b>	<ul style="list-style-type: none"> <li>● At any time do your employees have temporary permits?</li> </ul>	Yes / No
<b>Local Ordinance</b>	<ul style="list-style-type: none"> <li>● Can they work while their work permit is being renewed?</li> </ul>	Yes / No
	<ul style="list-style-type: none"> <li>● Are the employees required to wear work permits on duty?</li> </ul>	Yes / No
	If not worn, where are the work permits displayed/stored? _____ _____	

<b>Reg 2050</b>	<b>Key Employees</b>	
<b>2050(a)</b>	<ul style="list-style-type: none"> <li>● Is the GE required to have Key Employees?</li> </ul>	Yes / No
<b>2050(b)</b>	If no, is there a Contact Plan available?	Yes / No
<b>12353(c)</b>	<ul style="list-style-type: none"> <li>● Are Key Employees wearing their badge while on duty?</li> </ul>	Yes / No
<b>12354(a)</b>	<ul style="list-style-type: none"> <li>● Have any employees requested an Interim Key Employee license?</li> </ul> If yes, has application been submitted within ten days?	Yes / No
<b>12350(a)</b>	<ul style="list-style-type: none"> <li>● Do you have any Key Employees that have a portable license?</li> </ul>	Yes / No

<b>Reg 2060(a)</b>	<ul style="list-style-type: none"> <li>● Can the GE supply a list of all employees/job classifications/descriptions?</li> </ul>	Yes / No
<b>2060(b)</b>	<ul style="list-style-type: none"> <li>● Can the GE supply a current organization chart?</li> </ul>	Yes / No

## PROBLEM GAMBLING PROGRAM

Authority	Description	Circle One
<b>Reg 12463</b>	<b>Self-Restriction Program</b>	
	<ul style="list-style-type: none"> <li>● Are there Policies and Procedures (P&amp;P's) in place?</li> </ul>	Yes / No
	Do the P&P's include the following:	
<b>12463(a)(1)</b>	<ul style="list-style-type: none"> <li>● Development of written material available to patrons that explain the program?</li> </ul>	Yes / No
<b>12463(a)(3)</b>	<ul style="list-style-type: none"> <li>● Maintenance and updates to the list of self-restricted patrons?</li> <li>● Employee access to the list?</li> </ul>	Yes / No Yes / No
<b>12463(a)(4)</b>	<ul style="list-style-type: none"> <li>● Patron exclusion from entering the gambling area?</li> </ul>	Yes / No
<b>12463(a)(4)(A)</b>	<ul style="list-style-type: none"> <li>● Removing a patron from the gambling establishment?</li> </ul>	Yes / No
<b>12463(a)(4)(C)</b>	<ul style="list-style-type: none"> <li>● The forfeiture of any money or prizes won, or losses recovered?</li> </ul>	Yes / No
<b>12463(a)(5)</b>	<ul style="list-style-type: none"> <li>● Excluded from check cashing and issuance of credit?</li> </ul>	Yes / No
<b>12463(a)(6)</b>	<ul style="list-style-type: none"> <li>● Excluded from customer marketing lists?</li> </ul>	Yes / No

<b>Reg 12464</b>	<b>Self-Exclusion Program</b>	
	<ul style="list-style-type: none"> <li>● Are there Policies and Procedures (P&amp;P's) in place?</li> </ul>	Yes / No
	Do the P&P's include the following:	
<b>12464(a)(2)</b>	<ul style="list-style-type: none"> <li>● Maintenance and updates to the list of self-excluded patrons?</li> <li>● Employee access to the list?</li> </ul>	Yes / No Yes / No
<b>12464(a)(3)</b>	<ul style="list-style-type: none"> <li>● Patron exclusion from entering the gambling area?</li> </ul>	Yes / No
<b>12464(a)(4)</b>	<ul style="list-style-type: none"> <li>● The forfeiture of any money or prized won, or losses recovered?</li> </ul>	Yes / No
<b>12464(a)(5)</b>	<ul style="list-style-type: none"> <li>● Removal from customer marketing lists?</li> </ul>	Yes / No
<b>12464(a)(6)</b>	<ul style="list-style-type: none"> <li>● Removal from check cashing and issuance of credit?</li> </ul>	Yes / No

<b>12362(a)</b>	<b>Statewide Involuntary Exclusion List</b>	
	<ul style="list-style-type: none"> <li>● Does the GE have a Statewide Involuntary Exclusion List?</li> </ul>	Yes / No

<b>12464</b>	<b>Exclusion Management System (EMS)</b>	
	<ul style="list-style-type: none"> <li>● Does the GE use the EMS database?</li> <li>● Who has access to the EMS database/computer?</li> <li>● Is the computer with access to the EMS database in a secure location?</li> </ul>	Yes / No Yes / No Yes / No

<b>12362(a)</b>	<b>Internal GE List of Excluded Persons</b>	
	<ul style="list-style-type: none"> <li>● Does the GE have an Internal Removal List?</li> </ul>	Yes / No
	If yes, is the excluded/ejected list available for review?	Yes / No
	Where is the list stored? _____	
	Who has access to the list? _____	

**PROBLEM GAMBLING PROGRAM, CONT.**

Authority	Description	Circle One
<b>Reg 12461</b>	<b>Problem Gambling Material</b>	
<b>12461(a)</b>	Are there Problem Gambling signs posted or written material available?	Yes / No
<b>12461(b)</b>	If yes, are the posted signs or written material available near: ___Entrance/Exit ___ATM(s) ___Advertisements ___Radio ___Gaming Area ___TV ___Billboards ___Cage ___Flyers ___Website (message & link to OPG-12461(b)) ___Other:	
<b>12461(c)</b>	Does the advertising material contain a responsible gambling message <b>AND</b> the 1-800-GAMBLER number or the website? (www.problemgambling.ca.gov)	Yes / No

<b>Reg 12462</b>	<b>Problem Gambling Training</b>	
<b>12462(a)</b>	● Is there a new employee orientation?	Yes / No
<b>12462(b)</b>	● Is there annual training? Is there documentation showing:	Yes / No
<b>12462(b)</b>	● Employee names and signatures?	Yes / No
<b>12462(b)</b>	● Date and length of training?	Yes / No
<b>12462(b)</b>	● Name of trainer and signature?	Yes / No
<b>12462(b)</b>	● Are the documents kept for five years?	Yes / No
<b>12462(d)</b>	● Name and title of personnel responsible for maintaining program:	

## MINIMUM INTERNAL CONTROL STANDARDS (MICS)

Authority	Description	Circle One
<b>Reg 12380(d)</b>	<b>Definition of Tier Licensee</b>	
<b>12380(d)(1)</b>	Tier I = Owner licensee authorized to operate one to five tables (1-5)	
<b>12380(d)(2)</b>	Tier II = Owner licensee authorized to operate six to ten tables (6-10)	
<b>12380(d)(3)</b>	Tier III = Owner licensee authorized to operate eleven to thirty tables (11-30)	
<b>12380(d)(4)</b>	Tier IV = Owner licensee authorized to operate thirty-one to sixty tables (31-60)	
<b>12380(d)(5)</b>	Tier V = Owner licensee authorized to operate sixty-one or more tables (61 plus)	
<b>Reg 12381</b>	<b>Minimum Internal Control Standards (MICS) - All Tiers</b>	
<b>12381(a)</b>	<ul style="list-style-type: none"> <li>● Does the GE have written Policies and Procedures (P&amp;P) for the following MICS:</li> </ul>	
<b>12384(a)</b>	Drop and Drop Collection	Yes / No
<b>12385(a)</b>	Count / Count Room Functions	Yes / No
<b>12386(a)</b>	Cage Functions	Yes / No
<b>12381(b)</b>	<ul style="list-style-type: none"> <li>● Are the employees trained on the MICS P&amp;P (New Hires? Review?)</li> </ul>	Yes / No
<b>12381(d)</b>	<ul style="list-style-type: none"> <li>● Can the GE produce copies of the MICS P&amp;P?</li> </ul>	Yes / No
<b>12381(e)</b>	<ul style="list-style-type: none"> <li>● Are all forms, books, records, logs, lists maintained:</li> </ul>	
<b>12381(e)(1)</b>	Recorded in English	Yes / No
<b>12381(e)(2)</b>	Recorded in a permanent form or media	Yes / No
<b>12381(e)(3)</b>	Maintained for 3 years	Yes / No
<b>12381(f)</b>	<p><b>Tiers II through V (in addition to above)</b></p> <p>Are there periodic reviews, monitoring, and testing of the MICS conducted annually? Documentation of results?</p>	Yes / No

## DROP / DROP COLLECTION

Authority	Description	Circle One
<b>Reg 12384</b>	<b>Drop and Drop Collection - All Tiers</b>	
<b>12384(a)(1)</b>	<ul style="list-style-type: none"> <li>● Are drop collections deposited in a secure container attached to table? (called a "drop box")</li> </ul>	Yes / No
<b>12384(a)(2)</b>	<ul style="list-style-type: none"> <li>● Are jackpots kept in a separate drop box or otherwise segregated &amp; accounted for separately?</li> </ul>	Yes / No
<b>12384(a)(3)(A)</b>	<ul style="list-style-type: none"> <li>● Is there a lock security the contents of the drop box?</li> </ul>	Yes / No
<b>12384(a)(3)(B)</b>	<ul style="list-style-type: none"> <li>● Is there a separate lock securing the box to the table?</li> </ul>	Yes / No
<b>12384(a)(3)(B)</b>	<ul style="list-style-type: none"> <li>● Is the lock to the drop box keyed differently than the lock to the table?</li> </ul>	Yes / No
<b>12384(a)(3)(C)</b>	<ul style="list-style-type: none"> <li>● Does the table and drop box have visible individual identifiers?</li> </ul>	Yes / No
<b>12384(a)(5)</b>	<ul style="list-style-type: none"> <li>● Are the drop boxes removed from the table to secure area? Stored?</li> </ul>	Yes / No
<b>12384(a)(7)</b>	<ul style="list-style-type: none"> <li>● What is the established time for the drop box collection/count?</li> </ul>	Yes / No
<b>12384(a)(7)</b>	<ul style="list-style-type: none"> <li>● Is the entire drop box collection recorded by video surveillance?</li> </ul>	Yes / No
<b>12384(a)(8)</b>	<ul style="list-style-type: none"> <li>● Is there at least one licensed/permitted person conducting the drop collection?</li> </ul>	Yes / No

<b>Reg 12384(b)</b>	<b>Drop and Drop Collection - Tiers III through IV</b> <i>(in addition to above)</i>	
<b>12384(b)(1)</b>	Are the drop boxes removed by one licensed and one security personnel?	Yes / No
<b>12374(b)(2)</b>	<ul style="list-style-type: none"> <li>● Tier III - Are there two licensed/permitted personnel, who work in different departments, assigned to removing drop box from the tables?</li> </ul>	Yes / No
<b>12384(b)(3)</b>	<ul style="list-style-type: none"> <li>● Are employee names legible on the count sheet? Signature?</li> </ul>	Yes / No
<b>12384(b)(4)</b>	<ul style="list-style-type: none"> <li>● Are any drop boxes stored on gambling tables under continuous video surveillance?</li> </ul>	Yes / No

<b>Reg 12384(c)</b>	<b>Drop and Drop Collection - Tiers IV and V</b> <i>(in addition to above)</i>	
	<ul style="list-style-type: none"> <li>● Is there one licensed or permitted personnel assigned to watch a video monitor during the entire drop box collection process?</li> </ul>	Yes / No
	<ul style="list-style-type: none"> <li>● Is the entire drop box collection process continuously video recorded?</li> </ul>	Yes / No



## COUNT / COUNT ROOM FUNCTIONS

Authority	Description	Circle One
<b>Reg 12385(a)</b>	<b>Count / Count Room Functions - All Tiers</b>	
<b>12385(a)(2)</b>	<ul style="list-style-type: none"> <li>● Is there a designated licensed/permitted employee to conduct the daily counts?</li> </ul>	Yes / No
<b>12385(a)(3)(A)</b>	<ul style="list-style-type: none"> <li>● Do the drop box count sheets permanently display the following:</li> <li>● Name of Gambling Establishment</li> <li>● Date and time of the count</li> <li>● Shift, individual box and table number</li> <li>● Amount collected from each individual box</li> <li>● Total number of boxes counted</li> <li>● Recorded name and/or signature of individual(s) counting contents of boxes?</li> </ul>	Yes / No Yes / No Yes / No Yes / No Yes / No
<b>12385(a)(4)</b>	<ul style="list-style-type: none"> <li>● Is the entire box count continuously recorded?</li> </ul>	Yes / No
<b>12385(a)(5)</b>	<ul style="list-style-type: none"> <li>● Are the drop box contents commingled prior to the count?</li> </ul>	Yes / No
<b>12385(a)(6)</b>	<ul style="list-style-type: none"> <li>● Is the box emptied in a manner that will identify/record identification &amp; contents?</li> </ul>	Yes / No
<b>Reg 12385(b)</b>	<b>Count / Count Room Functions - Tiers II through V (in addition to above)</b>	
<b>12385(b)(1)(A)</b>	<ul style="list-style-type: none"> <li>● Is the count room designed/constructed to provide appropriate security?</li> </ul>	Yes / No
<b>12385(b)(1)(B)</b>	<ul style="list-style-type: none"> <li>● Is the count room used for storage or have any removable containers?</li> </ul>	Yes / No
<b>12385(b)(2)</b>	<ul style="list-style-type: none"> <li>● Does the count room store chips, cash, drop boxes, or any items associated with the count?</li> </ul> <p>If yes, are the interior count room views under constant video surveillance?</p>	Yes / No Yes / No
<b>Reg 12385(c)</b>	<b>Count / Count Room Functions - Tiers III through V (in addition to above)</b>	
<b>12385(c)(1)</b>	<ul style="list-style-type: none"> <li>● Is the count conducted by one person using an automated counter?</li> <li>● If not, is the count conducted by two or more people?</li> </ul>	Yes / No Yes / No
<b>12385(c)(2)</b>	<ul style="list-style-type: none"> <li>● Do the designated counters wear a smock type garment without pockets?</li> </ul>	Yes / No
<b>12385(c)(3)</b>	<ul style="list-style-type: none"> <li>● Does a cage or vault cashier verify the accuracy of the count and count sheets?</li> </ul>	Yes / No
<b>12385(c)(4)</b>	<ul style="list-style-type: none"> <li>● Are the count sheets locked in a box in a secure area until retrieved by the acct dept?</li> </ul>	Yes / No
<b>Reg 12385(d)</b>	<b>Count / Count Room Functions - Tiers IV through V (in addition to above)</b>	
<b>12385(d)(1)</b>	<ul style="list-style-type: none"> <li>● Does the count room have an alarm system which signals the surveillance room?</li> </ul>	Yes / No
<b>12385(d)(2)</b>	<ul style="list-style-type: none"> <li>● Is the entire count process video monitored by a licensed/permitted employee?</li> <li>● Is the entire count process continuously recorded by video surveillance?</li> </ul>	Yes / No Yes / No
<b>12385(d)(3)</b>	<ul style="list-style-type: none"> <li>● During the count process, is entry/exit of the room prohibited? (except emergencies)</li> </ul>	Yes / No
<b>12385(e)</b>	<b>Count / Count Room Functions - Tier V (in addition to above)</b>	
<b>12385(e)</b>	<ul style="list-style-type: none"> <li>● Is the count conducted by two people using an automated counter?</li> <li>● If not, is the count conducted by three or more people?</li> </ul>	Yes / No Yes / No

## CAGE FUNCTIONS

Authority	Description	Circle One
<b>Reg 12386(a)</b>	<b>Cage Functions - All Tiers</b>	
<b>12386(a)(1)</b>	<ul style="list-style-type: none"> <li>● Is the cashier's cage separate and secure?</li> </ul>	Yes / No
<b>12386(a)(2)</b>	<ul style="list-style-type: none"> <li>● Is the employee assigned to the cage listed on the organizational chart?</li> </ul>	Yes / No
<b>12386(a)(3)</b>	<ul style="list-style-type: none"> <li>● Who has access to the cage? _____</li> </ul>	
<b>12386(a)(4)</b>	<ul style="list-style-type: none"> <li>● Is there a log that records entry into the cage area by unauthorized persons?</li> </ul>	Yes / No
<b>12386(a)(5)</b>	<ul style="list-style-type: none"> <li>● Is the cage monetary activity reconciled after each shift/per person?</li> </ul>	Yes / No
<b>12385(a)(2)(F)</b>	<ul style="list-style-type: none"> <li>● Does the GE designate at least one employee to report and maintain information pertaining to Title 31, submittal of CTRs over \$10,000?</li> </ul>	Yes / No
<b>31/Sec 103.64</b>	<ul style="list-style-type: none"> <li>● Does the GE have a compliance program for Title 31, Section 103.64(a)?</li> </ul>	Yes / No

<b>Reg 12386(b)</b>	<b>Cage Functions - Tiers III through V (in addition to above)</b>	
<b>12386(b)(1)</b>	<ul style="list-style-type: none"> <li>● Is the cage and cage activity under continuous recorded video surveillance?</li> </ul>	Yes / No
<b>12386(b)(2)</b>	<ul style="list-style-type: none"> <li>● Does the cage reconciliation/accountability from include the following:</li> </ul>	
<b>12386(b)(2)(A)</b>	<ul style="list-style-type: none"> <li>● Date of reconciliation</li> </ul>	Yes / No
<b>12386(b)(2)(B)</b>	<ul style="list-style-type: none"> <li>● Designation of the shift being reconciled</li> </ul>	Yes / No
<b>12386(b)(2)(C)</b>	<ul style="list-style-type: none"> <li>● Do the records for cage inventory (cash, coin, chip, players/dealers banks) include the following:</li> </ul>	
	Beginning shift balance	Yes / No
	All credits	Yes / No
	Ending shift balance	Yes / No
	Identification of overage or shortage with explanation	Yes / No

<b>Reg 12386(c)</b>	<b>Cage Functions - Tiers IV through V (in addition to above)</b>	
<b>12386(c)(1)(A)</b>	<ul style="list-style-type: none"> <li>● Does the cage have a manually triggered silent alarm?</li> </ul>	Yes / No
<b>12386(c)(1)(B)</b>	<ul style="list-style-type: none"> <li>● Are all access doors secured, and under constant recorded video surveillance?</li> </ul>	Yes / No
<b>12386(c)(2)</b>	<ul style="list-style-type: none"> <li>● In addition to above cage inventory, are the following items indicated:</li> </ul>	
<b>12386(c)(2)(A)</b>	Cash and coin by denomination	Yes / No
<b>12386(c)(2)(B)</b>	Chips by denomination	Yes / No
<b>12386(c)(2)(C)</b>	A list all other items of monetary value (markers, patron checks, players' banks, etc)	Yes / No
<b>12386(c)(3)</b>	<ul style="list-style-type: none"> <li>● Is there a list of all persons authorized to have access to the cage?</li> </ul>	Yes / No

<b>12386(d)</b>	<b>Cage Functions - Tier V (in addition to above)</b>	
	<ul style="list-style-type: none"> <li>● Is the cage continuously monitored and have recorded video surveillance?</li> </ul>	Yes / No
	<ul style="list-style-type: none"> <li>● Are the exterior cage access doors monitored and have recorded video surveillance?</li> </ul>	Yes / No

**CHIPS / CREDIT / CHECK CASHING / TITLE 31**

Authority	Description	Circle One
<b>Reg 2051</b>	<b>Gambling Chips</b>	
	<ul style="list-style-type: none"> <li>Does the GE have chips with special features?</li> </ul> Yes / No If yes, explain: _____ _____	
	<ul style="list-style-type: none"> <li>Are there special chips used for the collection fee and/or jackpot collection?</li> </ul> Yes / No If yes, explain: _____ _____	

<b>Reg 12388</b>	<b>Extension of Credit and Check Cashing</b>	
<b>12388(a)</b>	<ul style="list-style-type: none"> <li>Does the GE offer credit to a Gambling Business/Third Party/GE Employee</li> </ul> Yes / No If yes, explain: (12388 does not permit extension of credit to GB/TP) _____ _____	
<b>12388(a)</b>	<ul style="list-style-type: none"> <li>Does the GE offer credit to patrons:</li> </ul> Yes / No <ul style="list-style-type: none"> <li>If so, are there written policies and procedures?</li> </ul> Yes / No	
<b>12388(a)(3)(A)</b>	<ul style="list-style-type: none"> <li>Does the GE use credit application forms?</li> </ul> Yes / No	
<b>12388(a)(3)(B)</b>	<ul style="list-style-type: none"> <li>Does patron authorize access to their credit history?</li> </ul> Yes / No	
<b>12388(a)(5)</b>	<ul style="list-style-type: none"> <li>Does the GE offer credit to self-exclusion/self-restricted patrons?</li> </ul> Yes / No	
<b>12388(a)(8)</b>	<ul style="list-style-type: none"> <li>Are written or electronic records maintained on attempts to collect delinquent credit account?</li> </ul> Yes / No	
<b>12388(d)</b>	<ul style="list-style-type: none"> <li>Does the GE cash checks from patrons? (payroll, personal, etc.)</li> </ul> Yes / No If yes, what type of check are cashed? ( <b>Cashing Government Checks Prohibited</b> ) _____ _____	
<b>12388(g)</b>	<ul style="list-style-type: none"> <li>Are there written check cashing policies and procedures?</li> </ul> Yes / No	
<b>12388(g)(1)(A)</b>	<ul style="list-style-type: none"> <li>Does the GE determine if the patron has a self-excluded/restricted form on file?</li> </ul> Yes / No	

	<b>Player's Bank</b>	
	<ul style="list-style-type: none"> <li>Does the GE offer a Player's Bank to their patrons?</li> </ul> Yes / No	

<b>Reg 12410</b>	<b>Unclaimed or Abandoned Property</b>	
	<ul style="list-style-type: none"> <li>Does the GE have written policies and procedures regarding unclaimed or abandoned property?</li> </ul> Yes / No	

<b>Reg 12404</b>	<b>Title 31 - Reports of Monetary Transactions</b>	
<b>12404(a)</b>	<ul style="list-style-type: none"> <li>Does the GE submit Currency Transaction Reports (CTR) over \$10,000?</li> </ul> Yes / No	
<b>12404(b)</b>	<ul style="list-style-type: none"> <li>Does the GE comply with Title 31 Regulations?</li> </ul> Yes / No	
<b>12404(c)</b>	<ul style="list-style-type: none"> <li>Are Title 31 (CTR, SAR) records available upon request?</li> </ul> Yes / No Do they show the following:	
	Patron's Name	Yes / No
	Patron's Address	Yes / No
	Patron's identification	Yes / No
	Amount of transaction	Yes / No
	Type of transaction	Yes / No
	Date of Transaction	Yes / No

## GAMBLING FLOOR

Authority	Description	Circle One
<b>**No Later Than May 1, 2013**</b>		
<b>Reg 12391</b>	<b>Gambling Floor Operation - All Tiers</b>	
<b>12391(a)</b>	• Are there Policies and Procedures (P&P's) in Place?	Yes / No
<b>12391(a)(1)</b>	• Are all areas where games are being played open to the public? (Excluding B&P sections 19844, 19845, 19861, and 19921)	Yes / No
<b>12391(a)(2)</b>	• Do employees' job duties include playing controlled games	Yes / No
<b>12391(a)(2)</b>	• If no, is an employee's job affected if they refuse to play a game?	Yes / No
<b>12391(a)(3)</b>	• Are there more tables in the GE than authorized to operated?	Yes / No
<b>12391(a)(3)</b>	• *If yes, are they covered or labeled as non-operational?	Yes / No
<b>12391(a)(3)</b>	• If yes, are they under continuous recorded video surveillance?	Yes / No
<b>12391(a)(4)</b>	• Do employees who sell or redeem chips receive training required by Chapter X of Title 31?	Yes / No
<b>12391(a)(4)</b>	• If yes, are there policies and procedures in place?	Yes / No
	<b>Tiers III through V</b> (in addition to above)	
<b>12391(a)(4)(b)</b>	• Is one key employee present at all times during business hours?	Yes / No
<b>** (a) and (b) No Later Than May 1, 2013 **</b>		
<b>12392</b>	<b>House Rules - All Tiers</b>	
<b>12392(a)</b>	• Are house rules written in English?	Yes / No
<b>12392(a)</b>	• Do the house rules promote fair and honest play?	Yes / No
<b>12392(a)</b>	Do the house rules:	
<b>12392(a)(1)</b>	• Allow only approved games by local, State, and Federal laws?	Yes / No
<b>12392(a)(2)</b>	• Have provisions to deter collusion?	Yes / No
<b>12392(a)(3)</b>	Do the house rules address the following when applicable:	
<b>12392(a)(3)(A)</b>	• Player Conduct	Yes / No
<b>12392(a)(3)(B)</b>	• Table Policies	Yes / No
<b>12392(a)(3)(C)</b>	• Betting and Raising	Yes / No
<b>12392(a)(3)(D)</b>	• Misdeals	Yes / No
<b>12392(a)(3)(E)</b>	• *Irregularities	Yes / No
<b>12392(a)(3)(F)</b>	• "The Buy-In"	Yes / No
<b>12392(a)(3)(G)</b>	• *"Tied Hands"	Yes / No
<b>12392(a)(3)(H)</b>	• "The Showdown"	Yes / No
<b>12392(a)(3)(I)</b>	• "House Way"	Yes / No
<b>12392(a)(3)(J)</b>	• Player Seating and Seat Holding	Yes / No
<b>12392(a)(3)(K)</b>	• Player Disputes	Yes / No
<b>12392(b)</b>	• Do house rules conflict with game rules approved by the Bureau?	Yes / No
<b>12392(c)</b>	• Are house rules readily available to the Bureau and patrons	Yes / No

## GAMES / GAMING ACTIVITY

Authority	Description	Circle One
<b>Reg 2070</b>	<b>Gaming Activities (Unsuitable)</b> <ul style="list-style-type: none"> <li>● What games are currently offered at the GE? _____ _____</li> </ul>	
<b>2070(b)</b>	<ul style="list-style-type: none"> <li>● Is the GE offering any gaming activity not authorized by the Bureau? _____</li> <li>● If yes, explain: _____ _____</li> </ul>	Yes / No
<b>2070(c)</b>	<ul style="list-style-type: none"> <li>● Is the specific name of the game, or variation, properly displayed at each table? _____</li> </ul>	Yes / No
<b>2070(d)</b>	<ul style="list-style-type: none"> <li>● Are the patrons given ample notice of the fee collection rates for each table? _____</li> <li>● If no, explain: _____ _____</li> </ul>	Yes / No
<b>2070(e)</b>	<ul style="list-style-type: none"> <li>● Does the dealer collect fees from all players prior to start of play? _____</li> <li>● If no, explain: _____ _____</li> </ul>	Yes / No
<b>2070(f)</b>	<ul style="list-style-type: none"> <li>● Are printed rules of play posted in a conspicuous place or readily available? _____</li> <li>● If no, explain: _____ _____</li> </ul>	Yes / No

<ul style="list-style-type: none"> <li>● Is the GEGA# displayed on any advertisement of the games? _____</li> </ul>	Yes / No
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<ul style="list-style-type: none"> <li>● Is the player-dealer position continuously and systematically routed amongst each player during the play of CA/Asian games? _____</li> <li>● If no, explain: _____ _____</li> </ul>	Yes / No
<ul style="list-style-type: none"> <li>● Are any jackpots, tournaments and/or promotions being offered? _____</li> <li>● If yes, list: _____ _____</li> </ul>	Yes / No
Obtain copies of all promotion/tournament flyers being offered	
<ul style="list-style-type: none"> <li>● Are they BGC approved? _____</li> <li>● Is the GEGA# displayed? _____</li> <li>● Is a tournament log available for review? _____</li> </ul>	Yes / No Yes / No Yes / No

<b>BGC Advisory #7</b>	<ul style="list-style-type: none"> <li>● Does the GE meet the requirement regarding no purchase necessary table? _____</li> <li>● If no, explain: _____ _____</li> </ul>	Yes / No
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<b>B&amp;P 19843</b>	<ul style="list-style-type: none"> <li>● Can a patron place a wager on a controlled game while that person is absent from the gambling table and is not actively participating in the hand? _____</li> <li>● If yes, explain: _____ _____</li> </ul>	Yes / No
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## SECURITY

Authority	Description	Circle One
<b>Reg 12395</b>	<b>Security - All Tiers</b>	
<b>12395(a)</b>	Does the GE's written Policies and Procedures meet or exceed the following:	
<b>12395(a)(1)</b>	<ul style="list-style-type: none"> <li>Controlled access to restricted areas? (cage, security offices, surveillance rooms?)</li> </ul>	Yes / No
<b>12395(a)(2)</b>	<ul style="list-style-type: none"> <li>Adequate lighting in all public areas and entrances/exits? (for video surveillance)</li> </ul>	Yes / No
<b>12395(a)(3)(A)</b>	<ul style="list-style-type: none"> <li>Does the GE file an incident report with the Bureau within five business days after an owner or key employee contacts a local law enforcement agency? (loan sharking, theft, narcotics, money laundering, counterfeiting, etc.)</li> </ul>	Yes / No
or (B)	<ul style="list-style-type: none"> <li>Does the GE file an incident report with the Bureau within five business days when an owner or key employee obtains knowledge or notices any reasonably suspected violation (such as above)?</li> </ul>	Yes / No
<b>12395(a)(5)</b>	<ul style="list-style-type: none"> <li>Does the GE maintain a list of all keys, or electronic key cards for locking devices used in the GE?</li> </ul> <p>If so, does the list include:</p> <ul style="list-style-type: none"> <li>Name of employee that is issued, possesses, or has access to the keys?</li> <li>The location where un-issued keys are stored?</li> <li>If applicable, access codes and combinations?</li> <li>Names of employees that are issued, possess, or have access to codes/combos?</li> </ul>	Yes / No

<b>Reg 12395</b>	<b>Security -Tiers III through V (in addition to above)</b>	
<b>12395(b)</b>	Does the GE's written Policies and Procedures meet or exceed the following:	
<b>12395(b)(1)</b>	<ul style="list-style-type: none"> <li>Does the GE maintain a secure key control box?</li> </ul>	Yes / No
<b>12395(b)(2)(D)</b>	<ul style="list-style-type: none"> <li>Is the access to the box limited to the owners(s), key employee(s), or other designated employees?</li> </ul>	Yes / No
<b>12395(b)(3)</b>	<ul style="list-style-type: none"> <li>Does the GE maintain a key control log for each key control box?</li> </ul>	Yes / No
<b>12395(b)(4)</b>	<ul style="list-style-type: none"> <li>Does the GE have at least one uniformed security officer outside the GE at night?</li> </ul>	Yes / No

<b>Reg 12395</b>	<b>Security - Tier IV and V (in addition to above)</b>	
<b>12395(c)</b>	Does the GE's written Policies and Procedures meet or exceed the following:	
<b>12395(c)(1)</b>	<ul style="list-style-type: none"> <li>Does the GE maintain a secure key control box?</li> </ul>	Yes / No
<b>12395(c)(2)</b>	<ul style="list-style-type: none"> <li>If the GE elects to continue gambling operations, has the GE installed and maintained a backup generator full &amp; continued operation of critical systems (lights, surveillance, recording, etc.)?</li> </ul>	Yes / No
<b>12395(d)</b>	<ul style="list-style-type: none"> <li>Does the GE have at least two uniformed security offices on duty? (one officer periodically patrols the exterior of the GE)</li> </ul>	Yes / No

<b>Reg 12395</b>	<b>Security - Tier V (in addition to above)</b>	
<b>12395(c)</b>	Does the GE's written Policies and Procedures meet or exceed the following:	
<b>12395(c)(1)</b>	<ul style="list-style-type: none"> <li>Has the GE installed and maintained a backup generator?</li> </ul>	Yes / No
<b>12395(e)</b>	<ul style="list-style-type: none"> <li>Does the GE have at least two uniformed security officers on duty? (one officer continuously patrols the exterior of the GE)</li> </ul>	Yes / No

## SURVEILLANCE

Authority	Description	Circle One
Reg 12396	<b>Surveillance - All Tiers</b>	
	Does the GE's Written Policies and Procedures meet or exceed the following:	
12396(a)(1)	<ul style="list-style-type: none"> <li>● Install and maintain a surveillance system with video recording and monitoring capabilities.</li> </ul> <p>The surveillance system must record date, time, and "reasonable coverage and clarity" for:</p> <p>___ Gambling Operation      ___ Drop Count Process      ___ Interior Entrances/Exits</p> <p>___ Player Drop Fees      ___ Storage Area      ___ Cage &amp; Cashier Activities</p> <p>___ Collection &amp; Drop Boxes      ___ Other</p>	
12396(a)(2)	<ul style="list-style-type: none"> <li>● Do all surveillance recordings capture and record with "reasonable completeness the actions of all individuals being observed"?</li> </ul>	Yes / No
12396(a)(3)	<ul style="list-style-type: none"> <li>● Is all recording and monitoring equipment located in a secure area with controlled access?</li> </ul>	Yes / No
12396(a)(4)	<ul style="list-style-type: none"> <li>● Is surveillance equipment checked daily to ensure it is functioning properly?</li> </ul>	Yes / No
12396(a)(5)	<ul style="list-style-type: none"> <li>● If a DVR system is used, does the system meet the following:</li> </ul>	
12396(a)(5)(A)	<ul style="list-style-type: none"> <li>● Does it have a failure notification system?</li> </ul>	Yes / No
12396(a)(5)(B)	<ul style="list-style-type: none"> <li>● Does it have a media storage system that prevents loss of data?</li> </ul>	Yes / No
12396(a)(5)(C)	<ul style="list-style-type: none"> <li>● Does it have the capability to reproduce all or any portion of stored data to a DVD?</li> </ul>	Yes / No
12396(a)(5)(D)	<ul style="list-style-type: none"> <li>● Are there eight or less cameras assigned to each single DVR system?</li> </ul> <p>If no, does it have a back up system?</p>	Yes / No
12396(a)(7)	<ul style="list-style-type: none"> <li>● Are all recordings (unless otherwise requested by the Bureau) retained for at least seven complete days of operation?</li> </ul>	Yes / No
12396(a)(7)(B)	<p><b>**AFTER JUNE 1, 2013**</b> Are all recordings (unless otherwise requested by the Bureau) kept for at least fourteen days of operation?</p>	Yes / No
12396(a)(8)	<ul style="list-style-type: none"> <li>● Does Bureau staff have immediate access to surveillance rooms or any areas where equipment is maintained and recordings are stored?</li> </ul>	Yes / No
12396(a)(9)	<ul style="list-style-type: none"> <li>● Does the GE prominently display at all entrances/exits a sign that boldly reads, <b>"All public area, entrances and exits of this establishment are subject to surveillance and video recording?"</b></li> </ul>	Yes / No
Reg 12396	<b>Surveillance - Tiers II through V (in addition to above)</b>	
	Does the GE's written Policies and Procedures meet or exceed the following:	
12396(b)		
12396(b)(1)	<ul style="list-style-type: none"> <li>● Does the surveillance system record both the interior and the exterior of the GE's entrances and exits?</li> </ul>	Yes / No
12396(b)(2)	<ul style="list-style-type: none"> <li>● Does the surveillance system have cameras dedicated to gambling tables to view and record patrons, dealers, wagers, cards, and game outcome at each table?</li> </ul>	Yes / No
12396(b)(3)	<ul style="list-style-type: none"> <li>● Does the surveillance system have audio recording for the vault/count room?</li> </ul>	Yes / No
Reg 12396	<b>Surveillance - Tiers III through V (in addition to above)</b>	
12396(c)	<ul style="list-style-type: none"> <li>● Does surveillance cover and record all adjoining parking areas, owned, operated or controlled by the GE?</li> </ul>	Yes / No

## SURVEILLANCE, CONT

Authority	Description	Circle One
<b>Reg 12396</b>	<b>Surveillance - Tiers IV</b> <i>(in addition to above)</i>	
<b>12396(d)</b>	<ul style="list-style-type: none"> <li>● Is a key employee or GE owner always on duty during operating hours who has access to live video and previous video recordings?</li> </ul>	Yes / No
<b>Reg 12396</b>	<b>Surveillance - Tier V</b> <i>(in addition to above)</i>	
<b>12396(e)</b>	Does the GE's written Policies and Procedures meet or exceed the following:	
<b>12396(e)(1)</b>	<ul style="list-style-type: none"> <li>● Does the GE have a separate surveillance unit that is apart from the security unit?</li> </ul>	Yes / No
<b>12396(e)(2)</b>	Does the separate surveillance room meet or exceed the following:	
<b>12396(e)(2)(A)</b>	<ul style="list-style-type: none"> <li>● Does the surveillance room have controlled access through a secure door?</li> <li>● Is the surveillance room under constant video surveillance?</li> </ul>	Yes / No Yes / No
<b>12396(e)(3)</b>	<ul style="list-style-type: none"> <li>● Is routine entry to the surveillance room limited to on-duty employees?</li> <li>● Is there limited access to all others and are they accompanied at all times by a surveillance employee?</li> </ul>	Yes / No Yes / No
<b>12396(e)(4)</b>	<ul style="list-style-type: none"> <li>● Is at least one surveillance employee present and actively monitoring gambling activities during all hours of operation?</li> </ul>	Yes / No
<b>12396(e)(5)</b>	<ul style="list-style-type: none"> <li>● Does count room surveillance include closed circuit television (CCTV)?</li> </ul>	Yes / No
<b>12396(e)(6)</b>	<ul style="list-style-type: none"> <li>● Are records of all surveillance activity: Maintained in a surveillance activity log?</li> </ul>	Yes / No
	If yes, are all log entries made by on-duty surveillance personnel?	Yes / No
<b>12396(7)</b>	<ul style="list-style-type: none"> <li>● Does each gambling table have a dedicated camera for all hours of operations?</li> <li>● Is there a Pan/Tilt/Zoom camera for every ten (or fewer) tables?</li> </ul>	Yes / No Yes / No



## SECURITY AND SURVEILLANCE PLAN

Authority	Description	Circle One
<b>Reg 12372</b>	<b>Security and Surveillance Plan - Tiers I and II</b>	
<b>12372(a)</b>	<ul style="list-style-type: none"> <li>● Does the GE have a written Security and Surveillance Plan?</li> </ul> <p>Does the Written Plan include the following:</p>	Yes / No
<b>12372(a)(1)</b>	<ul style="list-style-type: none"> <li>● Close monitoring and control of all gaming activity?</li> </ul>	Yes / No
<b>12372(a)(2)</b>	<ul style="list-style-type: none"> <li>● Close monitoring and control of access to restricted areas? (cage, security offices, surveillance rooms, etc.)</li> </ul>	Yes / No
<b>12372(a)(3)</b>	<ul style="list-style-type: none"> <li>● Surveillance procedures, including video recording requirements?</li> </ul>	Yes / No
<b>12372(a)(4)</b>	<ul style="list-style-type: none"> <li>● Lighting in and around the gambling establishment?</li> </ul>	Yes / No
<b>12372(a)(5)</b>	<ul style="list-style-type: none"> <li>● Procedures for reporting suspected criminal activity or incidents to state and local law enforcement agencies?</li> </ul>	Yes / No
<b>12372(a)(6)</b>	<ul style="list-style-type: none"> <li>● Procedures for protecting persons, property, assets, and records?</li> </ul>	Yes / No

<b>12372(b)</b>	<b>Security and Surveillance Plan - Tiers III through V (in addition to above)</b>	
	Does the written Plan include the following:	Yes / No
<b>12372(b)(1)</b>	<ul style="list-style-type: none"> <li>● List of names/job titles of employees responsible for making decisions involving the security of patrons employees, property, and cash, assets, and records?</li> </ul>	Yes / No
<b>12372(b)(2)</b>	<ul style="list-style-type: none"> <li>● The duties of uniformed security personnel?</li> </ul>	Yes / No
<b>12372(b)(3)</b>	<ul style="list-style-type: none"> <li>● Surveillance procedures, including video recording requirements?</li> </ul>	Yes / No
<b>12372(b)(4)</b>	<ul style="list-style-type: none"> <li>● Specific conditions, procedures, and instructions for stopping controlled gambling and gaming activities?</li> </ul>	Yes / No
<b>12372(b)(5)</b>	<ul style="list-style-type: none"> <li>● Employee training relating to the GE's security and surveillance plan?</li> </ul>	Yes / No

## EMERGENCY PREPAREDNESS AND EVACUATION PLAN

<b>Reg 12370</b>	<b>Emergency Preparedness and Evacuation Plan - All tiers</b>	
<b>12370(a)</b>	<ul style="list-style-type: none"> <li>● Has the GE prepared and maintained a fire safety and evacuation plan?</li> </ul>	Yes / No
<b>12370(f)</b>	<ul style="list-style-type: none"> <li>● Does the GE conduct emergency evacuation drills?</li> <li>● Does the GE conduct employee training on fire and safety?</li> </ul>	Yes / No

### THIRD PARTY PROVIDERS OF PROPOSITION PLAYER SERVICES

Authority	Description	Circle One
<b>Reg 12200</b>	<b>Third Party Providers of Proposition Player Services (TPPPPS)</b> <ul style="list-style-type: none"> <li>● Does the GE have an approved contact with the TPPPPS? <span style="float: right;">Yes / No</span></li> </ul> If yes, Name of TPPPPS: _____	
<b>12200.3(a)</b>	<ul style="list-style-type: none"> <li>● Are the TPPPPS employees wearing their Commission issued badges? <span style="float: right;">Yes / No</span></li> </ul>	
<b>12200.7(b)(18)</b>	<ul style="list-style-type: none"> <li>● Does the TPPPPS report cheating to the House/GE? <span style="float: right;">Yes / No</span></li> <li>● Does the TPPPPS report cheating to the CGCC and Bureau within five days? <span style="float: right;">Yes / No</span></li> </ul>	
<b>Reg 12386(a)(6)</b>	<ul style="list-style-type: none"> <li>● Does the TPPPPS buy, sell, or lend chips to the players? <span style="float: right;">Yes / No</span></li> </ul> If yes, under what circumstances (Not permitted under 12386) _____ _____ _____	
<b>12200.7(b)(10)</b>	<ul style="list-style-type: none"> <li>● Is a copy of the Bureau approved contract available for review? <span style="float: right;">Yes / No</span></li> <li>● Is the Licence Certificate available for review? <span style="float: right;">Yes / No</span></li> </ul>	
<b>12200.13</b>	<ul style="list-style-type: none"> <li>● Are the playing books available for review? (Obtain copies of previous days to TP Unit) <span style="float: right;">Yes / No</span></li> <li>● Is the playing book automated via an electronic system? <span style="float: right;">Yes / No</span></li> </ul> If yes, what kind? _____	
<b>12200.13(b)(2)</b>	Does the playing book include the following: ___ Filled out in Ink    ___ Sequential #s    ___ Name of TPPPPS Company ___ Name of GE    ___ Table #    ___ Date/time play occurred ___ Name of Game    ___ Fills and credits    ___ Begin/End Balance ___ GEGA Number    ___ Player name    ___ Player badge number	
<b>12200.13(b)(3)</b>	___ Time stamped, dated and signed "under penalty of perjury:	

<ul style="list-style-type: none"> <li>● Does the GE provide a dedicated podium/storage area/player's bank for the TP? <span style="float: right;">Yes / No</span></li> </ul> If yes: Where is it located? _____ Who has access to it? _____ How is TP money replenished? _____ Who replenishes it? _____ How is TP money removed? _____ Who removes the money? _____ How much TP chips/cash is at the GE? (on average) _____
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**Additional Notes:**

## GAMBLING BUSINESS

Authority	Description	Circle One
<b>Reg 12220</b>	<b>Gambling Business</b>	
	Is there a Gambling Business present at the GE?	Yes / No
	If yes, name of Business: _____	
<b>12220.3(a)</b>	<ul style="list-style-type: none"> <li>● Are the Gambling Business employees wearing their Commission issued badges?</li> <li>● How many Gambling Business employees (owner/supervisor/player) are present?</li> <li>● Does the GE have a schedule indicating when the Gambling Business will provide banking services and/or a person to contact if player does not arrive?</li> </ul>	Yes / No  Yes / No
<b>12220.13</b>	<ul style="list-style-type: none"> <li>● Are the playing books available for review? (Obtain copies of previous days for TP Unit)</li> <li>● Is the playing book automated via an electronic system?</li> </ul>	Yes / No  Yes / No
	If yes, what kind? _____	
<b>12220.13(b)(2)</b>	<ul style="list-style-type: none"> <li>● Does the playing book include the following:</li> </ul>	
	___ Filled out in ink    ___ Sequential #s    ___ Name of Gambling Business ___ Name of GE    ___ Table #    ___ Date/time play occurred ___ Name of Game    ___ Fills and credits    ___ Begin/End Balance ___ GB Owner    ___ Player name    ___ Player badge number	
<b>12220.13(b)(3)</b>	___ Time stamped, dated and signed "under penalty of perjury"	

<ul style="list-style-type: none"> <li>● Does the GE provide a dedicated podium/storage area for the Gambling Business?    Yes / No</li> </ul>
If yes: Where is it located? _____ Who has access to it? _____ How is GB money replenished? _____ Who replenishes it? _____ How is GB money removed? _____ Who removes the money? _____ How much GB chips/cash is at the GE? (On average) _____

**Additional Notes:**