

CHAPTER 69D

GAMING OPERATION ACCOUNTING CONTROLS AND STANDARDS

Authority

N.J.S.A. 5:12-21, 69, 70, 76, and 100.

Source and Effective Date

R.2012 d.059, effective March 19, 2012.
See: 43 N.J.R. 2735(a), 44 N.J.R. 675(a).

Chapter Expiration Date

Chapter 69D, Gaming Operation Accounting Controls and Standards, expires on March 19, 2019.

Chapter Historical Note

Chapter 69D, Gaming Operation Accounting Controls and Standards, was adopted as new rules by R.2012 d.059, effective March 19, 2012. See: Source and Effective Date.

CHAPTER TABLE OF CONTENTS

SUBCHAPTER 1. GENERAL PROVISIONS

- 13:69D-1.1 Definitions
- 13:69D-1.1A Gaming day
- 13:69D-1.2 Accounting records
- 13:69D-1.3 Licensee's system of internal controls
- 13:69D-1.4 Records regarding ownership
- 13:69D-1.5 Forms, records and documents
- 13:69D-1.5A Patron identification file
- 13:69D-1.6 Standard financial and statistical reports
- 13:69D-1.7 Annual audit and other reports
- 13:69D-1.8 Retention, storage and destruction of books, records and documents
- 13:69D-1.9 Complimentary services or items
- 13:69D-1.10 Closed circuit television system; surveillance department control; surveillance department restrictions
- 13:69D-1.11 Casino licensee's organization
- 13:69D-1.11A Table of organization
- 13:69D-1.12 Personnel assigned to the operation and conduct of gaming
- 13:69D-1.12A Internal control procedures for access badge system and issuance of temporary identification credentials
- 13:69D-1.13 Firearms; possession within casino or casino simulcasting facility
- 13:69D-1.14 Physical description of cashiers' main cage; satellite cage; master coin bank; coin vault; simulcast booth; slot booth and keno booth
- 13:69D-1.15 Accounting controls and functions for the cashiers' main cage; satellite cage; master coin bank; coin vault; simulcast booth; slot booth; and chipperson
- 13:69D-1.16 Drop boxes for table games and electronic table games; gaming table slot cash storage boxes
- 13:69D-1.17 Table game drop boxes, transport to and from gaming tables; storage
- 13:69D-1.18 Procedure for accepting cash and coupons at gaming tables
- 13:69D-1.18A Presentation of recognized credit card or debit card in exchange for gaming chips or plaques
- 13:69D-1.18B Procedure for buying in and cashing out of an electronic table game which utilizes electronic chips for wagering
- 13:69D-1.19 Acceptance of tips or gratuities from patrons

- 13:69D-1.20 Table inventory; table inventory container; chip reserve compartment
- 13:69D-1.21 Procedures for counting table inventory
- 13:69D-1.22 Procedure for distributing gaming chips, coins and/or plaques to a gaming table
- 13:69D-1.23 Procedure for removing gaming chips, coins and/or plaques from a gaming table
- 13:69D-1.24 Procedure for acceptance, accounting for, withdrawal and refund of patron deposits
- 13:69D-1.24A Procedures for accepting and accounting for wire transfers and electronic fund transfers
- 13:69D-1.24B Procedure for sending funds by wire transfer or electronic fund transfer
- 13:69D-1.25 Procedure for acceptance of checks, cash equivalents and credit cards; issuance of Counter Checks or Slot Counter Checks
- 13:69D-1.26 Redemption, substitution, and consolidation of Counter Checks or Slot Counter Checks at the cashiers' cage; redemption of Counter Checks at a gaming table
- 13:69D-1.27 Procedures for establishing patron credit accounts, and recording checks exchanged, redeemed or consolidated
- 13:69D-1.27A Patron request for suspension of credit privileges
- 13:69D-1.28 Procedure for depositing checks received from gaming patrons
- 13:69D-1.29 Procedure for recording and collecting checks returned to the casino after deposit
- 13:69D-1.30 through 1.31 (Reserved)
- 13:69D-1.32 Count rooms; physical characteristics; count protocols
- 13:69D-1.33 Procedure for opening, counting and recording contents of table drop boxes and slot cash storage boxes
- 13:69D-1.33A Procedure for opening, counting and recording the contents of bill validator boxes from gaming voucher redemption machines
- 13:69D-1.34 Table game revenue reporting requirements; keno revenue
- 13:69D-1.35 Accounting controls for automated jackpot payout machines and gaming voucher redemption machines
- 13:69D-1.36 Slot machines and bill changers; coin and slot token containers; slot cash storage boxes; entry authorization logs
- 13:69D-1.36A Slot machines; hopper storage areas
- 13:69D-1.37 Account based wagering system procedures
- 13:69D-1.37A Slot machines; tokenization; residual slot credit
- 13:69D-1.38 Gaming tables; slot machines and bill changers; movement; removal from a casino floor
- 13:69D-1.39 Progressive slot machine jackpots
- 13:69D-1.39A Linked slot machines interconnected in more than one casino; slot system operator; computer monitoring room
- 13:69D-1.40 Attendant paid jackpots and credit meter payouts
- 13:69D-1.40A Jackpot payouts of merchandise or other things of value; cash jackpot payouts offered together with or as an alternative to jackpot payouts of merchandise or other things of value
- 13:69D-1.40B Jackpot payouts in the form of an annuity
- 13:69D-1.40C Multi-casino slot system jackpot payouts of cash
- 13:69D-1.40D Inspection of slot machine jackpots
- 13:69D-1.40E Jackpot payouts of cash by a slot attendant from an imprest pouch
- 13:69D-1.40F Alternative procedures for a manual slot payout of less than \$10,000
- 13:69D-1.41 Procedure for filling payout reserve containers of slot machines and hopper storage areas
- 13:69D-1.41A Procedures governing the removal of coin, slot tokens and slugs from a slot machine hopper

- 13:69D-1.42 Removal of slot drop buckets, slot drop boxes and slot cash storage boxes; unsecured currency; recording of meter readings for slot machine drop
- 13:69D-1.43 Procedure for counting and recording contents of slot drop buckets and slot drop boxes
- 13:69D-1.43A Slot accounting requirements; electronic table games which accept gaming vouchers or coupons redeemed by a gaming voucher system
- 13:69D-1.44 Keys for dual locks; casino licensee-controlled keys and locks; notice to the Division and surveillance department upon malfunction and repair, maintenance or replacement of alarms
- 13:69D-1.45 Signatures
- 13:69D-1.46 (Reserved)
- 13:69D-1.47 Keno runners
- 13:69D-1.47A Public keno areas
- 13:69D-1.48 Accounting controls for the operation of keno booths and keno work stations
- 13:69D-1.49 Keno drawer fill procedures
- 13:69D-1.50 Keno drawer credit procedures
- 13:69D-1.51 Keno computer system
- 13:69D-1.52 Payment of table game progressive payout wagers; supplemental wagers not paid from the table inventory
- 13:69D-1.53 (Reserved)
- 13:69D-1.54 Gaming vouchers; procedures for issuance and redemption; redemption of coupons through a gaming voucher system

SUBCHAPTER 2. CASINO COMPUTER SYSTEMS

- 13:69D-2.1 Definitions
- 13:69D-2.2 Use of controlled computer systems
- 13:69D-2.3 Installation and change controls for controlled computer systems
- 13:69D-2.4 Networks

SUBCHAPTER 3. EXPIRATION OF GAMING RELATED OBLIGATIONS OWED TO PATRONS

- 13:69D-3.1 Expiration of gaming-related obligations owed to patrons; payment to casino revenue fund

SUBCHAPTER 1. GENERAL PROVISIONS

13:69D-1.1 Definitions

The following words and terms, when used in this chapter, shall have the following meanings unless the context clearly indicates otherwise:

“Alterable media” means any device that contains software that can be reprogrammed. It does not include erasable programmable read-only memory (EPROM) or one-time programmable devices.

“Annuity jackpot trust check” means a check issued by a slot system operator, as defined in N.J.S.A. 5:12-2.2, in payment of winnings from an annuity jackpot. An annuity jackpot trust check shall be made payable only to the person presenting the check and shall not contain any other endorsements.

“Asset number” means a unique number permanently assigned to a slot machine and a slot cash storage box for purposes of tracking that machine and storage box.

“Authorized instrument” means a cash equivalent, a casino check, a casino affiliate check, an annuity jackpot trust check, a replacement check, or any other instrument approved by the Division for a specified purpose.

“Auto pick” means an automated feature of a slot machine game that forces a game play selection without human interaction.

“Base game” means the initial slot machine game play that is activated by placing a wager.

“Cage supervisor” means any person who supervises personnel and functions within a cashiers’ cage and reports to the cage manager.

“Cash” means currency or coin.

“Cash equivalent” means a:

1. Certified check, cashiers check, treasurer’s check, recognized travelers check or recognized money order that:

- i. Is made payable to the casino licensee where presented, a holding company of the casino licensee, “bearer,” or “cash”;
- ii. Is dated, but not postdated; and
- iii. Does not contain any endorsement;

2. Certified check, cashiers check, treasurer’s check, or recognized money order that:

- i. Is made payable to the presenting patron;
- ii. Is endorsed in blank by the presenting patron;
- iii. Is dated but not postdated; and

iv. Does not contain any endorsement other than that of the presenting patron; or

3. Recognized credit card or debit card presented by a patron in accordance with the rules of the Division.

“Cash equivalent value of any merchandise or thing of value” is defined in N.J.A.C. 13:69D-1.40A.

“Cashable” means an item which can be converted to cash.

“Cashiering location” means any automated voucher redemption machine or a window in an enclosed structure within the casino hotel facility from which an employee of the casino licensee conducts casino or casino simulcasting cashiering transactions with patrons or employees including, without limitation, a cashiers’ cage, satellite cage, master coin bank, coin vault, simulcast counter, ancillary simulcast counter, slot booth, coin redemption booth, jackpot/hopper window, and keno booth.

“Cashiers’ cage” or “main cage” is defined in N.J.A.C. 13:69D-1.14.

view of the patron who presented it and the casino supervisor assigned to such gaming table provided that the Division may limit the quantity of gaming chips that may be presented in any single buy-in based upon the size of the approved area. The dealer or boxperson shall:

1. Verbalize the amount of the cash, gaming chips or coupon accepted in a tone of voice to be heard by the patron who presented it and the casino supervisor assigned to such gaming table;
2. Credit an equivalent amount of funds to the game account of the patron, registered on the electronic fund display and acknowledged by the patron; and
3. Place any gaming chips or plaques into the table inventory container and any cash or coupons into the drop box attached to the gaming table.

(c) The items accepted in accordance with (a)2 through 5 above shall be credited in an equivalent amount of funds to the game account of the patron, registered on the electronic fund display and acknowledged by the patron, as applicable.

(d) The patron may cash out the balance in his or her game account by:

1. Requesting the dealer or boxperson to issue an amount of chips and/or coins from the table inventory, after which the dealer or boxperson shall zero out the amount on the electronic fund display of the patron. The amount of the chips and/or coin shall be verbalized by the dealer or boxperson in a tone of voice to be heard by the patron and the casino supervisor assigned to such gaming table;
2. Generating a gaming voucher or requesting the dealer to generate a gaming voucher after which the dealer or boxperson shall zero out the amount on the electronic fund display of the patron, if not automatically zeroed out by the system; or
3. Initiating a transfer of the funds being cashed out to the patron's deposit account.

13:69D-1.19 Acceptance of tips or gratuities from patrons

(a) No casino key employee or any other casino employee who serves in a supervisory position shall solicit or accept, and no other casino employee shall solicit, any tip or gratuity from any player or patron of the casino or casino simulcasting facility where he or she is employed.

(b) Any tips and gratuities given to dealers in the casino and casino simulcasting facility, other than those permitted electronically in (h) below, shall be:

1. Immediately deposited in a transparent locked box reserved for that purpose, unless the table is equipped with the following:

i. A transparent tube attached to the locked box, in which a maximum of 25 chips can be vertically stacked; or

ii. A locked box, the design of which is approved by the division, which has a chip conversion area on top of the box in which a maximum of 25 chips can be placed;

2. Accounted for; and

3. Except for the game of poker, placed in a common pool for distribution pro-rata among all dealers in accordance with (g) below.

(c) If a casino elects to use the alternatives in (b)1i or ii above, the chips placed in the tube or chip conversion area shall only be of a \$1.00 denomination and visible to the CCTV system. The exchange of chips in the tube or chip conversion area from the chip reserve compartment, may be authorized and shall be observed by a casino supervisor. Such exchanges shall only be done in five dollar increments. The dealer shall count and place the one dollar chips in the chip reserve compartment and then immediately deposit the equivalent value chip(s) in the locked tip box. When a table closes, any chips remaining in the tube or the chip conversion area on the lock box shall be immediately deposited in the locked box;

(d) If non-value chips are received at a roulette or pokette table, the marker button indicating their specific value shall not be removed until after a dealer, in the presence of a casino supervisor, has expeditiously converted them into value chips which shall then be immediately deposited in a transparent locked box reserved for that purpose;

(e) A casino licensee which offers the game of poker may either:

1. Establish a separate common pool for tips and gratuities received by its poker dealers;

2. Permit each poker dealer to retain his or her own tips and gratuities, in which case the tips and gratuities received by each poker dealer shall be deposited, in accordance with procedures set forth in (f) below, in a transparent locked box assigned to the particular dealer, which box shall be moved from table to table with the dealer; or

3. Designate a percentage of the prize pool or other such amounts as designated in its poker tournament submission to be withheld for distribution to the tournament dealers in accordance with (g) below.

(f) Upon receipt from a patron of a tip or gratuity, a dealer shall extend his or her arm in an overt motion, and deposit such tip or gratuity in the locked box, tube or conversion area reserved for such purpose. In addition, a poker dealer who is permitted to retain his or her own tips and gratuities shall verbally notify a supervisor prior to depositing any tip or gratuity with a value in excess of five dollars.

(g) Tips and gratuities placed in a common pool shall be distributed pro-rata among all the dealers in the pool based upon standards established by the casino licensee.

(h) A tip or gratuity may be provided electronically to a dealer upon initiation and authorization by a patron. A report listing all electronic tips shall be available from the system where the transaction occurred. The casino licensee shall have internal controls for the distribution of electronic tips or gratuities in accordance with this subsection.

13:69D-1.20 Table inventory; table inventory container; chip reserve compartment

(a) Whenever a gaming table in a casino or casino simulcasting facility is opened for gaming, operations shall commence with an amount of gaming chips, coins and plaques to be known as the "table inventory." No casino licensee shall cause or permit gaming chips, coins or plaques to be added to, or removed from, such table inventory during the gaming day except:

1. In exchange for cash, coupons, issuance copies of Counter Checks, original pit redemption forms or documents prepared to evidence a credit or debit card chip transaction;
2. In payment of winning wagers and collection of losing wagers made at such gaming table;
3. In payment of the funds remaining in the game account of a patron who has completed play at an electronic gaming table;
4. In exchange for gaming chips or plaques received from a patron having an equal aggregate face value;
5. In conformity with the Fill and Credit procedures;
6. Coin used for the purpose of:
 - i. Marking vigorish;
 - ii. Placing an ante wager in an amount less than \$1.00 and in denominations of \$.25 or \$.50 in a poker game; and
 - iii. Paying a hand fee in blackjack;
7. In conformity with N.J.A.C. 13:69F-14.14, the rake collected from patrons playing the game of poker;
8. In conformity with a table inventory return device, utilized in authorized table games, the gaming chips wagered on the progressive payout;
9. In conformity with N.J.A.C. 13:69F-18.7, 18.8, and 18.9, gaming chips placed on or in the wagering devices utilized for the optional bonus wager in the game of let it ride poker pursuant to N.J.A.C. 13:69E-1.13H(e);
10. In redemption of a Counter Check;

11. In exchange for value gaming chips received as tips by the dealer for chips having an equal aggregate face value;

12. In exchange for value gaming chips collected for poker bad beat jackpots for chips having an equal aggregate face value; and

13. The collection of a table game hand fee.

(b) The table inventory at each gaming table other than a craps or roulette table shall be kept in a table inventory container which shall hold all the chips, coins and plaques in a single layer of horizontal stacks, separated by type or denomination. Stacks of more than 20 chips shall be divided into groups of 20 each group separated by a clear disk.

1. A casino licensee may designate no more than 50 percent of the surface area of a table inventory container as a separate "chip reserve compartment," which shall hold the chips in stacks separated by type or denomination and, stacks of more than 20 chips shall be divided into groups of 20, each group separated by a clear disk.

2. Unless chips are being placed into or removed from the chip reserve compartment, the chip reserve compartment shall be covered at all times by a transparent cover while the table is open for gaming activity.

3. Chips shall not be placed into or removed from the chip reserve compartment unless:

- i. Pursuant to a Fill or a Credit;
- ii. A stack of 20 chips is moved directly from the table inventory container to the chip reserve compartment;
- iii. A stack of 20 chips is moved directly to the open portion of the table inventory container from the reserve compartment;
- iv. The gaming table is being closed; or
- v. The chips are being counted in accordance with (b)5 below.

4. Before any chips are placed into or removed from the chip reserve compartment, the dealer shall provide advance verbal notice to a casino supervisor and shall verify the denomination or type of chips and count them.

5. At least once during each gaming day and in the presence of a casino supervisor, all chips in a chip reserve compartment shall be removed, verified as to denomination or type and counted; thereafter, the chips shall immediately be returned to the chip reserve compartment.

(c) The table inventory at each craps or roulette table shall be maintained on the surface of the table layout, in a location safeguarded and readily accessible by the boxperson or dealer, whenever the table is open for gaming activity. The table inventory shall be maintained in vertical stacks of 20 chips separated by type and denomination.

9. The casino licensee maintains a record of each such transaction.

(b) A casino licensee may accept a check or checks from a person in exchange for cash or cash equivalents, in order to establish a customer deposit account or in payment of outstanding Counter Checks, provided that:

1. The check is:

i. For a specific amount, dated but not post-dated, accepted at the cashiers' main cage or satellite cage by general cashiers, and issued by a casino licensee or casino affiliate, which is made payable to the person presenting the check, and issued for a purpose other than employment compensation or as payment for goods or services rendered (a casino check);

ii. Issued by a banking institution which is chartered in a country other than the United States on its account at a Federally chartered or state-chartered bank and made payable to "cash," "bearer," a casino licensee, or the person presenting the check (a foreign bank check);

iii. Issued by a banking institution which is chartered in the United States on its account at another Federally chartered or state-chartered bank and made payable to "cash," "bearer," a casino licensee, or the person presenting the check (a domestic bank check); or

iv. Issued by a slot system operator or pursuant to an annuity jackpot guarantee as payment for winnings from a multi-casino progressive slot machine system jackpot (slot system operator check);

2. The patron's identity is verified in accordance with N.J.A.C. 13:69D-1.5A; and

3. A casino employee records the date, time and method of verification which shall be completed by:

i. For a casino check, confirming the validity of the check with the drawer of the check and that the check has not been issued for the purpose of employment compensation or as payment for goods or services rendered; or

ii. For other checks presented pursuant to this subsection, ensuring the validity of the bank upon which the check is drawn.

(c) A casino licensee may accept traveler's checks and cash equivalents from a person at the cashiers' main cage or satellite cage by general cashiers for:

1. Exchanging cash or cash equivalents;
2. Establishing a customer deposit account; or
3. Payment of outstanding Counter Checks.

(d) Upon a patron's request, or if required by a casino licensee, an instrument accepted pursuant to (b) or (c) above may be held for repurchase. If not held for repurchase, the

instrument shall be restrictively endorsed "For Deposit Only" to the casino licensee's bank account and deposited on the next banking day following the date of the transaction. For instruments held for repurchase, a casino licensee shall limit the repurchase rights of the patron to a maximum of five calendar days following the date of acceptance. If the patron fails to repurchase the instrument within five days, the casino licensee shall restrictively endorse the instrument "For Deposit Only" to the bank account of the casino licensee and deposit the item no later than the next banking day.

(e) A person may obtain cash or slot tokens at the cashiers' cage or slot booth or cash at the simulcast counter or keno booth to be used for gaming purposes by presenting a recognized credit or debit card to a general cashier, pari-mutuel cashier, keno writer or slot cashier. When processing the transaction, the casino licensee shall follow the procedures established by the card's issuer.

(f) A casino licensee may, at a location within the casino, authorize a patron who has established a computerized patron account in accordance with this chapter to draw against it using a Counter Check or Slot Counter Check. All patron account transactions shall be recorded in chronological order including the following:

1. The date and amount of each cash deposit;
2. The date, amount, location of issuance and number of each check issued to the patron;
3. The date, amount, and check number of each consolidation check and the check numbers of the check(s) returned to the patron;
4. The date, method and amount of each redemption transaction and the check number of the check(s) returned to the patron;
5. The date and amount of each substitution transaction and the check number of the check(s) returned to the patron;
6. The date, amount and check number of each check deposited;
7. The date, amount and check number of each check returned to the casino licensee by the patron's bank and the reason for its return;
8. The outstanding balance after each transaction; and
9. The date, amount and check number of any checks which have been partially or completely written off by the casino licensee and a brief explanation of the reason for such write off.

(g) When the computer system is inoperable, a casino licensee may issue manual Counter Checks and Slot Counter Checks against an approved credit limit or patron deposit account provided that a check bank cashier maintains a manual record with the information required in (f) above in

the check bank. The record shall include, the patron's name, account number and, if applicable, approved credit limit. When the system becomes operable, the manual transaction information shall be entered into the computer system by a cage cashier or above. The computer system shall maintain a record of the date and time the information was entered and the identification of the cashier or above entering the information.

(h) Whenever a patron requests to withdraw funds from a patron account by a Counter Check or Slot Counter Check, a general cashier or casino clerk shall:

1. Prepare a Counter Check Request (Request), which shall include, at a minimum:

- i. The date of the request;
- ii. The originating location;
- iii. The amount;

iv. The printed question: "Are you the Governor, any State officer or employee, or any special State officer or employee, any member of the Judiciary, any member of the Legislature, any officer of a municipality or county in which casino gaming is authorized, or any gaming related casino employee?"; and

v. The patron's response to (h)iv above;

2. Obtain the patron's signature on the Request;

3. Sign the Request after verifying the patron's identity by either:

i. Comparing the signature to the patron identification file established pursuant to N.J.A.C. 13:69D-1.5A;

ii. Obtaining the signature of a casino or slot supervisor attesting to the identity of the patron; or

iii. Recording the sequence number of a Counter Check or Slot Counter Check on which the patron's identity was previously verified; and

4. Verify that there are sufficient funds in the patron account to satisfy the patron's Request by accessing the patron account at a computer terminal. If the computer system is inoperable, the general cashier or casino clerk shall obtain the available balance from a check bank cashier and record the name and license number of the check bank cashier on the Request.

(i) All Counter Checks and Slot Counter Checks shall be four-part forms (original, redemption, issuance and accounting) and sequentially numbered, the series numbers of which shall be accounted for by casino accounting department employees with no incompatible functions.

1. Computer generated Counter Checks and Slot Counter Checks shall be inserted in a printer that will simultaneously print the original and the duplicates and store the

information in machine-readable form that shall not be susceptible to change or removal.

2. Manually prepared Counter Checks and Slot Counter Checks shall be attached in a manner that will permit an individual check in the series and all duplicate copies to be written upon simultaneously and will allow for the removal of the original and all copies.

3. The original and all copies of void Counter Checks shall be marked "VOID" and shall require the signature of the preparer and the reason for the void.

(j) Counter Checks and Slot Counter Checks shall be prepared by a general cashier or casino clerk and made payable to the casino licensee or include an indication that the funds are drawn from a patron deposit account. Counter Checks and Slot Counter Checks shall, at a minimum, include the following:

1. The patron's name;
2. The name of the patron's bank or an indication that the funds are drawn from a patron deposit account;
3. The date and time of issuance;
4. The location of issuance;
5. The amount of the check expressed in numbers and words;
6. A restrictive endorsement "for deposit only" to the casino licensee's bank account (only on the back of the original check); and
7. The signature of the preparer.

(k) For Counter Checks issued at a table game, a general cashier or casino clerk shall present the Counter Check to a casino supervisor who shall review the Counter Check for accuracy and sign the original and duplicates. The general cashier or casino clerk shall then present the original and duplicates to the patron for signature; provided, however, that a casino licensee may require the patron to sign only the original and have a computer generated facsimile of the signature exemplar obtained from the patron's identification file pursuant to N.J.A.C. 13:69D-1.5A preprinted on the duplicates. A general cashier or casino clerk shall verify the signature of the patron on the original Counter Check to the Request and process the Counter Check.

1. A general cashier or casino clerk shall maintain the accounting copy and the Request in a secure location in the pit until transferred to the casino accounting department at the end of the gaming day.

2. In the presence of a casino supervisor, the issuance copy shall be distributed to the dealer or boxperson who upon receipt shall, issue gaming chips and/or plaques to the patron in an amount equal to the Counter Check. The dealer or boxperson shall then sign the issuance copy and deposit the issuance copy in the drop box.

3. The original and redemption copy shall be:

i. Transported expeditiously to the cage by a security department member or pneumatic tube system, and maintained in the check bank; or

ii. Maintained by a general cashier or casino clerk in a secure location in the pit approved by the Division, if the patron requests that the Counter Check be held for pit redemption. No later than the end of the gaming day, if not redeemed, the original and redemption copy of Counter Checks shall be removed from each gaming pit and expeditiously forwarded to the check bank for processing.

(l) For Slot Counter Checks issued to the patron at the cashier's cage, satellite cage or slot booth, the general or slot booth cashier shall, in the presence of a cashier supervisor, present the original and all duplicate copies to the patron for signature; provided, however, that a casino licensee may require the patron to sign only the original and have a computer generated facsimile of the signature exemplar obtained from the patron's identification file pursuant to N.J.A.C. 13:69D-1.5A preprinted on the duplicate copies. The general or slot booth cashier shall:

1. Obtain the signature of a cage or slot supervisor on the original and duplicates verifying that the Slot Counter Check was prepared for the correct amount and correct patron;

2. Issue cash, tokens, or gaming voucher(s) to the patron in an amount equal to the Slot Counter Check and maintain the issuance copy in his or her imprest drawer;

3. Deliver the original and redemption copy to the check bank via pneumatic tube, security department member or cage supervisor, as applicable; and

4. Place the accounting copy and the Request in a locked accounting box located in the cage or slot booth until transferred to the casino accounting department at the end of the gaming day.

(m) For Slot Counter Checks issued to a patron at a slot machine:

1. The general cashier or slot booth cashier shall issue the cash, tokens, or gaming voucher(s) to a slot department member who shall verify that the amount received agrees to the Slot Counter Check and the Request. The slot department member shall sign the original and duplicates, return the issuance copy to the general cashier or slot booth cashier to evidence receipt of the funds and maintain the Request and the original, redemption and accounting copy in order to complete the transaction at a slot machine. The slot department member shall be:

i. A slot attendant if the amount of the Slot Counter Check is less than \$10,000; or

ii. A slot attendant supervisor or above if the amount of the Slot Counter Check is \$10,000 or more;

2. The slot department member, escorted by a security department member or a general cashier or above (verifier) who shall verify that the amount received agrees to the Slot Counter Check and the Request. The slot supervisor shall sign the original and duplicates, return the issuance copy to the general cashier or slot booth cashier to evidence receipt of the funds and maintain the Request and the original, redemption and accounting copy in order to complete the transaction at a slot machine;

3. The slot supervisor, escorted by a security department member or a casino accounting representative with no incompatible functions (verifier), shall present the original, redemption and accounting copy of the Slot Counter Check to the patron for signature provided, however, that a casino licensee may require the patron to sign only the original of the Slot Counter Check and have a computer generated facsimile of the signature exemplar obtained from the patron's identification file pursuant to N.J.A.C. 13:69D-1.5A preprinted on the duplicate copies. The slot supervisor shall verify the signature of the patron on the original Slot Counter Check to the Request and issue the cash, tokens or gaming voucher(s) to the patron. The slot supervisor and the verifier shall sign the back of the accounting copy evidencing the transfer of the funds to the patron; and

4. The slot supervisor or the verifier shall return the Request and the original, redemption and accounting copies to the general cashier or slot booth cashier who shall:

i. Agree the documents to the issuance copy;

ii. Deliver the original and redemption copy to the check bank via pneumatic tube, security department member or cage supervisor, as applicable;

iii. Maintain the issuance copy in his or her imprest drawer; and

iv. Place the accounting copy and the Request in a locked accounting box located in the cage or slot booth until transferred to the casino accounting department at the end of the gaming day.

(n) A check bank cashier shall acknowledge receipt of the original and redemption copies of the Counter Check or Slot Counter Check by entering a confirmation into the computer system.

(o) A casino accounting department employee with no incompatible functions shall obtain, on a daily basis, the accounting copy of all Counter Checks and Slot Counter Checks and Requests from the gaming pits and locked accounting boxes in the cage or slot booth for reconciliation to the issuance copy removed from the table game drop boxes and stored data.

13:69D-1.26 Redemption, substitution, and consolidation of Counter Checks or Slot Counter Checks at the cashiers' cage; redemption of Counter Checks at a gaming table

(a) No casino licensee or any other person licensed under the Act, or any other person acting on behalf of or under any arrangement with a casino licensee shall accept any payment in redemption, consolidation or substitution of any Counter Check or Slot Counter Check for the purpose of avoiding or delaying the deposit dates established pursuant to Section 101 of the Act (N.J.S.A. 5:12-101).

(b) If a drawer has more than one undeposited Counter Check or Slot Counter Check, such checks shall be redeemed in reverse chronological order (the most recently dated patron check redeemed first). If more than one check bears the same date, the drawer may choose the order in which to redeem the identically dated checks. The casino licensee may waive the reverse chronological order requirement if the casino licensee does not have reason to believe that the redemption is being made for the purpose of avoiding or delaying the deposit of a patron check. The decision to waive this requirement shall:

1. Be made for each individual check;
2. Take into consideration the gaming credit activity of the patron; and
3. Be documented in the patron's credit file. Such documentation shall include for each check, the name and signature of the person authorizing the waiver and the date of and reason for the waiver.

(c) The drawer of one or more undeposited Counter Check or Slot Counter Check may initiate a redemption, substitution or consolidation by personally appearing at the cashiers' cage, satellite cage or slot booth. The drawer may:

1. For a full or partial redemption, present cash, cash equivalents, complimentary cash gifts, slot tokens, gaming chips or plaques or checks authorized pursuant to Section 101 of the Act;
2. For a full or partial redemption by substitution, present a personal check drawn on an account which has been previously verified and recorded in the patron's credit file; or
3. Verbally request consolidation of more than one Counter Check or Slot Counter Check.

(d) To process a redemption, substitution or consolidation for the drawer at the cashiers' cage, satellite cage or slot booth, a general cashier shall:

1. Verify the identity of the patron pursuant to N.J.A.C. 13:69D-1.5A;
2. Prepare a payment voucher to document the transaction. The payment voucher shall be, at a minimum, a two-part form and include the following:

- i. The date and time;
- ii. The patron name and account number;
- iii. The location of the transaction;
- iv. The type of transaction (redemption, substitution, or consolidation);
- v. The series number(s) and amount (s) of the check(s);
- vi. The amount and method of payment (for example, cash, cash equivalents, or chips);
- vii. The signature of the preparer; and
- viii. The signature of the check bank cashier;

3. Forward the payment voucher to a check bank cashier who shall:

- i. Agree the payment voucher to the original and redemption copy of the Counter Check(s) or Slot Counter Check(s);
- ii. Sign the payment voucher;
- iii. Deliver the original check(s) being redeemed, substituted or consolidated and the original payment voucher to the general cashier;
- iv. Retain the duplicate payment voucher and redemption copy of the check(s) until forwarded to the casino accounting department at the end of the gaming day; and
- v. Update the patron's credit file for the transaction;

4. Return the original copy of the redeemed, substituted or consolidated check(s) to the patron; and

5. Maintain the original payment voucher.

(e) For a partial redemption, the general cashier shall prepare a Replacement Counter Check in an amount equal to the unpaid balance. The Replacement Counter Check shall include the information required by N.J.A.C. 13:69D-1.25(j) except that the check shall be dated with the issuance date of the partially redeemed Counter Check or Slot Counter Check and include the partially redeemed check number. The general cashier, in the presence of a casino supervisor, shall process the Replacement Counter Check as follows:

1. Obtain the patron's signature on the check;
2. Obtain the signature of a cage supervisor on the check;
3. Forward the original and redemption copy to the check bank to be maintained therein until either redeemed or deposited;
4. Retain the issuance copy; and
5. Place the accounting copy in a locked accounting box.