



Massachusetts Gaming Commission

Slot Machine Activity Manual

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Preface

As a general matter, the transportation, movement, approval for use, and modification of all electronic gaming devices (including slot machines) is governed by 205 CMR 144 through 145. The procedures for the movement and placement of such devices are expected to be clearly described in the gaming licensee's system of internal controls. See 205 CMR 138.63. The technical standards for all EGDs are set forth in 205 CMR 143 which largely adopts the applicable GLI standard by reference and includes modifications.

This manual is solely intended as a resource to clarify some of the areas addressed by the controlling regulation and answers some frequently asked question as to how the Gaming Commission expects licensees to achieve compliance with the regulations and their own internal controls. To the extent there is a conflict between a regulation and this manual, the regulation (and/or IC provision) shall be followed.

In the following document a step by step process for conducting and informing the IEB of slot changes/moves will be outlined. A licensee should always err on the side of caution and inform the IEB before starting a task if unsure what is needed or whether to inform or not.

The IEB must test at least one unique bin number when offered on a casino licensee's floor before it can place any of the units in service. If a change/move does not involve a new bin number the licensee should follow the normal steps of the move but an agent does not necessarily need to be present.

Section IX addresses all changes needed when any request involves progressives. All progressive moves need surveillance certification and all meters must be taken down before and after a change/move to assure accuracy of the meters. If an EGD uses overflow pools an amount must be notated in the record keeping even if the amount is zero (0). Casino licensees must follow the internal control outlined in their approved submission.

When the IEB gives an approval¹ it can be for a complete move or a partial one. If a partial approval is given the licensee must seek approval for the unapproved unit/s before returning them to service. Coin test for communication testing must also be performed for all new units or locations. Once a licensee seeks permission to place or return to service an EGD it is certifying that all coin tests, settings, communications (both proprietary and MGC - CMS) are in service and any and all other meters or certifications are in order. Failure to do so may result in a formal complaint being filed against the casino licensee by the IEB.

¹ An *approval* is the acknowledgment by an IEB agent that the licensee has certified that all setting, certifications, signatures, coverage, and all financial obligations have been met by the licensee at the time of said request.

- *Please note that a list of all changes allowed by a licensee without notification can be found on the massgaming.com website.*
- *Location is : Massachusetts Gaming Commission> Regulations & Compliance> Compliance Information for Electronic Gaming Devices> MGC Non-Notification Equipment List*

Section I: Procedures for Transporting Slot Machines – Into or Out of the Commonwealth of Massachusetts

SCOPE:

The procedures described in this section shall apply to any shipment or transport of slot machines into the Commonwealth of Massachusetts to a licensee's casino/hotel facility.

NOTICE:

Responsibility of Person or Entity Shipping Machines

Before any slot machines are shipped, the person or entity shipping the machines (i.e., manufacturer, distributor/representative or casino licensee) must provide a minimum of 1 business day prior notice in writing to the MGC (MGC.ShippingNotifications@MassMail.State.MA.US), and their designee assigned to the casino to which the machines are to be shipped.

The IEB or their designee assigned to the casino to which the machines are to be shipped to/from will verify receipt of this notice.

The above notice must contain the following information.

1. The full name and address of the person or entity shipping or moving said machines;
2. The full name and address of the person who owns the machine, including the name of any new owner in the event ownership is being changed in conjunction with the shipment or movement;
3. The method of shipment or movement and the name of carrier(s);
4. The full name and address of the person or entity to whom the machines are being sent and the destination of said machines if different from such address;
5. The quantity of machines being shipped, make and the serial number of each machine;

6. The expected date and time of delivery to or removal from any authorized location in the Commonwealth;
7. A copy of the certification report issued by the independent testing laboratory in accordance with 205 CMR 144.04(2); and
8. The reason for transporting the machine(s).

MOVEMENT AND USE APPROVAL:

In accordance with 205 CMR 144.03, the gaming licensee will be responsible for contacting IEB to arrange for the acceptance/release of the machines to the property/transporter. If inspection of the slot machines is required, the date and name of the individual(s) contacted along with the scheduled inspection date shall be recorded in the designated area on the Notification Log.

See the appropriate sections for additional Slot Machine Change Request and approvals necessary if the shipment or transport involves the movement of slot machines to or from the casino floor (Section IV, V) or pertains to progressive machines (Section IX). (Note: All deliveries or shipments should be issued on their own Slot Move form. If a delivery/shipment takes place with a coinciding move please reference the delivery/shipment move control number in the slot move paperwork.)

SLOT MACHINE MASTER LIST:

Each gaming licensee shall maintain a Slot Master List that will be provided to the on-site IEB office by the 1st Tuesday of each month. This list must be complete and accurate at the time it is provided.

The list shall contain all the following information as required by 205 CMR 145.01(3): State Seal, Asset Number (if different than state seal), Location (section, bank, position), Manufacturer, Model, Serial number, Denomination, Max bet, Theme, MGC approved software, RTP%, Progressive – Type, Resets, and Incrementation rates.

Example:

State Seal#	Asset Number	Location	Manufacturer	Model Type	Serial #	Denom	Max Bet	Long Description	EPROM	RTP%	Progressive Type	Reset 1	Reset 2	Reset 3	Reset 4	Reset 5	Reset 6	Prog Inc 1	Prog Inc 2	Prog Inc 3	Prog Inc 4	Prog Inc 5	Prog Inc 6
P-1222	1070	A1-1006	3GT	G23 MLD V2	222263	\$0.05	10	HOT ROLL SUPER TIMES PAY	GC014002L3E001	89.93	SA	\$ 500.00	\$ 100.00	\$ 25.00				0.25%	0.33%	0.42%			
P-1226	2585	A1-101	ARISTOCRAT	HELIUM UPGHIT	HK08074764	\$0.01	5	HIGH STAKES LIGHTNING LINK	1.01-63830101	88.972	Link	\$7,500.00	\$3,000.00	\$975.00	\$150.00	\$ 75.00	\$ 15.00	0.05%	0.05%	0.10%	0.10%	0.15%	0.25%

NOTE: If any movement of slot machines requires a modification to the authorization granted in the Certificate of Operation issued to the casino licensee, prior

to the movement of any machine, a formal petition requesting that modification must be filed with and approved by the MGC.

Section II: Procedures for Transporting Slot Machines - Within the Commonwealth of Massachusetts

SCOPE:

The possession and transportation of slot machines is governed by 205 CMR 145.01 and 145.02. Please refer to those sections for a description of the requirements in Massachusetts. The procedures described in this section shall apply to any movement or transport of slot machines to or from the licensee's facility to any location outside the licensee casino/hotel facility but within the Commonwealth of Massachusetts.

POSSESSION:

A slot machine shipment can only be made to a person or entity that can legally possess slot machines in this Commonwealth.

NOTICE: The gaming licensee shall submit a minimum of 1 (one) day prior notice in writing to the IEB or their designee containing the following information:

* Please note EGDs removed from the gaming floor require 5 days' notice

1. The full name and address of the person or entity shipping said machines;
2. The method of shipment and the name of the carrier;
3. The reason for transporting the machines;
4. The full name and address of the person or entity to whom the machines are being sent and the destination of said machines if different from such address;
5. The quantity of machines being shipped and serial number of each machine, and the expected date and time of shipment of the machines from their point of origin;
6. The expected date and time of arrival of the machines at their destination; and
7. The full name of the owner of the slot machines, if different than in Item #1

above. For leased games, the licensee should be listed as the owner.

A copy of the notification must accompany the slot machines during the shipment.

See the appropriate sections for additional Notification Log requests and approvals necessary if the shipment or transport involves the movement of slot machines to or from the casino floor (Section IV, V) or pertains to progressive machines (Section IX).

INSPECTION:

Prior to the removal of a machine(s) from the slot base the licensee shall verify and certify that the following has been completed in accordance with the gaming licensee's internal control submitted in accordance with 205 CMR 138.63:

1. The appropriate paperwork and notification has been provided to the IEB and the NOC.
2. The machine's slot cash box was removed and transported to the Count Room as required.
3. All meters have been read and recorded
4. All Accounting and Security locks have been removed from the slot machine(s) and returned to the Accounting and Security Departments.

STATE SEALS:

The MGC Asset Tags shall be removed by a gaming agent prior to them leaving the property.

NOTE: IEB will be responsible for breaking any evidence tape or seals if necessary.

MOVEMENT NOTIFICATION:

In all cases the gaming licensee shall email all change requests to the MGC.ShippingNotifications@MassMail.State.MA.US.

SLOT CHANGE LOG

A copy of the Notification request along with the attached MGC Slot Change Form (slot

control log) shall be maintained by the slot department.

PRINTS AND REPORTS:

As required by 205 CMR 145.01 the gaming licensee shall be responsible for submitting to the IEB the updated Slot Master List.

Section III: Notification Procedures for the Shipment or Transport of any Electronic Gaming Device Software to or from a Licensee Casino/Hotel Facility that are not installed in, or shipped with, electronic gaming devices

SCOPE:

The procedures described in this section shall apply to the shipment or transport of any Electronic Gaming Device software into/out of the Commonwealth of Massachusetts and to or from a licensee's casino/hotel facility that are not installed in, or shipped with, electronic gaming devices.

NOTICE:

Responsibility of Person or Entity Shipping or Transporting Electronic Gaming Device Software

Before any Electronic Gaming Device software is shipped or transported, the person or entity shipping the software (i.e., manufacturer, distributor/representative or casino licensee) must provide 1 day written notice to the MGC (MGC.ShippingNotifications@MassMail.State.MA.US) or their designee prior to the shipment or transport to/from the casino licensee's facility.

The above notice must contain the following information.

1. The full name and address of the person or entity shipping or transporting said software;
2. The full name and address of the person who owns the software, including the name of any new owner in the event ownership is being changed in conjunction with the shipment or transport;
3. The method of shipment or transport and the name of carrier(s);
4. The full name and address of the person or entity to whom the software is being sent and the destination of said software if different from such address;
5. The quantity and description of Electronic Gaming Device software to be shipped (including program name, program number(s), model and theme information and functional explanation of software)
6. The expected date of delivery to or from any authorized location in the Commonwealth;
7. The reason for the shipment or transport of said software.

APPROVAL FOR USE:

The Electronic Gaming Device software is not approved for use by the public at the licensee's gaming facility until required inspection and/or validation by the MGC.

INSPECTION:

The casino licensee will be responsible for contacting the MGC to arrange the required inspections and/or validation prior to use by the public at the licensee's gaming facility.

NOTE:

It should be noted that the casino licensee will be responsible for ensuring that the Electronic Gaming Device software used in the casino licensee's facility must comply with 205 CMR 143, 205 CMR 144 and 205 CMR 145. Any deficiencies uncovered by the MGC or their designee when the software is inspected or at a later date may result in a formal complaint being filed against the casino licensee by the IEB.

Section IV: Slot Machines to Be Removed From the Casino Floor to an Approved Storage, Repair, or Test Area within the Licensee Casino/Hotel Facility

SCOPE:

The procedures described in this section shall apply to slot machines being removed from the casino floor to an approved storage, repair and test area, within the casino/hotel facility. If Progressive Slot Machines are involved refer to section IX to assure all the proper procedures are being followed.

INSPECTION:

1. The Casino Licensee will provide the appropriate notification (Slot Change Request) to the MGC a minimum of 5 days in advance.
2. Communicate that the Slot Change Request has been sent to the MGC NOC.
3. The MGC NOC will complete the associated changes within the MGC CMS and notify the casino property.
4. All cash boxes, ticket vouchers, printer paper, tokens and revenue are removed.

COMMONWEALTH TAGS AND SEALS:

For those slot machines that will be placed in storage and shall not be returned to the casino floor at a future date the IEB Asset Tags will be removed by the on-site IEB agent. The licensee will include documentation indicating the IEB Asset Tag number and game serial with the tag.

For those machines that will be placed in an approved storage area and are subject to return to the casino floor at a later date, the MGC Asset Tags will remain on the machines:

NOTIFICATION:

The casino licensee will provide the MGC with written notification for the movement of

the slot machine(s) a minimum of 5 days in advance of the movement. The IEB or their designee shall sign and/or stamp the Notification Log acknowledging receipt of the notification.

MOVEMENT NOTIFICATION:

In all cases the gaming licensee shall email all change requests to the MGC.ShippingNotifications@MassMail.State.MA.US.

SLOT CHANGE LOG

A copy of the Notification request along with the attached MGC Slot Change Form (slot control log) shall be maintained by the slot department.

PRINTS AND REPORTS:

As required by 205 CMR 145.01 the casino licensee shall be responsible for submitting to the MGC the updated Slot Machine Master List.

NOTE: If any movement of a slot machine requires a modification to the authorization granted in the Certificate of Operation issued to the casino licensee, prior to the movement of any machine, a formal petition requesting that modification must be filed with and approved by the IEB or its authorized designee.

Section V: Slot Machines Relocated From an Approved Storage, Repair, or Test Area within the Casino/Hotel Facility to the Casino Floor

SCOPE:

The procedures described in this section shall apply to slot machines being removed from an approved storage or repair area within the casino/hotel facility to an already approved location on the casino floor.

NOTICE:

Prior to the removal of slot machines from an approved storage, repair, or test area within the facility to an already approved location on the casino floor, the casino licensee shall provide written notification a minimum of 5 days in advance of the movement to the MGC.

If the machine(s) were not previously on the casino floor, they must be validated by the NOC. Before a state seal will be placed on the unit and approval to place the EGD in service can be given the agent must verify each unique bin number.

INSPECTION:

If an inspection is required for those machine(s) returning to an approved location(s) on the casino floor from an approved storage, repair or test area, the casino licensee will be responsible for contacting the MGC, as required, to arrange for the inspection of the machines. The IEB shall be authorized to approve the use of the slot machines.

NOTE: It should be noted that the casino licensee will be responsible for ensuring the slot machines comply with MGC regulations. Any deficiencies uncovered by the MGC representative when the machine(s) are inspected or at a later date may result in a formal complaint being filed against the casino licensee by the MGC.

MOVEMENT AND USE APPROVAL:

The casino licensee will provide written Notification Log a minimum of 5 days in advance of the slot machine movement to the IEB or their designee. IEB on-site personnel, MGC.GTL@MassMail.State.MA.US and MAOPS@igt.com should be copied on the notification.

CCTV inspection will be completed and certified by the licensee's Director of Surveillance or their designee. The IEB or their designee will review and verify the CCTV coverage. It should be noted that the IEB will decide if a CCTV inspection is necessary. The IEB shall be authorized to approve the use of the slot machines.

MOVEMENT NOTIFICATION:

In all cases the gaming licensee shall email all change requests to the MGC.ShippingNotifications@MassMail.State.MA.US.

SLOT CHANGE LOG

A copy of the Notification request along with the attached MGC Slot Change Form (slot control log) shall be maintained by the slot department.

PRINTS AND REPORTS

As required by 205 CMR 145.01 the casino licensee shall be responsible for submitting to the IEB the updated Slot Machine Master List.

NOTE: If any movement of slot machines requires a modification to the authorization granted in the Certificate of Operation issued to the casino licensee, prior to the movement of any machine, a formal petition requesting that modification must be filed with and approved by the MGC.

Section VI: Slot Machines, Kiosks, and other associated Electronic Gaming Device Hardware Being Relocated from One Approved Location to another Approved Location on the Casino Floor.

SCOPE:

The procedures described in this section apply to all slot machines being relocated from one approved location on the casino floor to another approved location on the casino floor. Slot Machine Change Requests that involve progressive slot machines shall refer to Section IX to assure all the proper procedures are being followed.

NOTICE:

Prior to the movement of slot machines, kiosks and other associated Electronic Gaming Device hardware from one approved location on the casino floor to another approved location on the casino floor, the casino licensee must provide a minimum of 5 day prior notice in writing via Slot Machine Change Request to the MGC. If the movement involves progressive slot machines, from one approved location to another approved location and/or if the movement of the progressive slot machines involves any additional changes and/or modifications, (i.e., reduce link, change display meter, etc.) refer to Section IX.

MOVEMENT AND USE:

Inspection of CCTV coverage is required for movements of all slot machines.

The Licensee will complete the necessary CCTV inspections and the licensee's Director of Surveillance or their designee will certify the CCTV coverage is appropriate, if applicable. The IEB will review and verify that CCTV coverage.

If CCTV inspection is not required, a notation indicating "CCTV inspection not required" shall be made on the Slot Machine Change Request by the IEB. It should be noted that the IEB must review and verify that CCTV inspection is not required and indicate the results of such verification on the Slot Machine Change Request.

The casino licensee must provide a minimum of 5 day prior notice in writing via Slot Machine Change Request to the MGC. Upon completion of the movement the casino licensee will be responsible for contacting the MGC, as required, to arrange for the inspection of the machines. The IEB shall be authorized to approve the use of the slot

machines.

MOVEMENT NOTIFICATION:

In all cases the gaming licensee shall email all change requests to the MGC.ShippingNotifications@MassMail.State.MA.US.

SLOT CHANGE LOG

A copy of the Slot Machine Change Request along with the attached MGC Slot Change Form (slot control log) shall be maintained by the slot department.

PRINTS AND REPORTS:

As required by 205 CMR 145.01 the casino licensee shall be responsible for submitting to the IEB the updated Slot Machine Change Request by the 1st Tuesday of every month.

NOTE: If any proposed movement of slot machines requires a modification to the authorization granted in the Certificate of Operation issued to the casino licensee, prior to the movement of any machine, a formal petition requesting that modification must be filed with and approved by the MGC.

Section VII: Denomination and Percentage Modifications of Slot Machines

SCOPE:

Modifications to previously approved gaming devices are governed by 205 CMR 144.03. The procedures described in this section shall apply to denomination and percentage modifications of slot machines.

NOTICE:

For denomination and percentage modifications the casino licensee must provide a minimum of 5 day prior notice in writing via the Slot Machine Change Request to the MGC.

MODIFICATION AND USE APPROVAL:

If the denomination and/or percentage modification requires a RAM clear to be performed the IEB will be notified and the NOC must be contacted by the licensee prior to proceeding with the RAM clear.

The casino licensee will be responsible for contacting the MGC, if required, to arrange any necessary inspections of the machines. The date and name of the individual contacted along with the scheduled inspection date shall be recorded in the designated area of the Slot Machine Change Request. The casino licensee must submit the completed Slot Machine Change Request to the IEB and the NOC a minimum of 5 days prior to the scheduled modification date.

The MGC shall be authorized to approve the denomination and/or percentage modification upon receipt of the completed request. Once any required inspections are complete the IEB will be authorized to approve the use of the machines.

NOTE: It should be noted that the casino licensee will be responsible for ensuring the slot machines comply with the 205 CMR 144 and 205 CMR 145. Any deficiencies uncovered by the MGC when the machine(s) are inspected or at a later date may result in a formal complaint being filed against the casino licensee by the IEB.

INSPECTION:

Prior to opening the machines to the public for gaming activity MGC personnel will

perform any inspections as required once the denomination and/or percentage modifications have been completed.

MOVEMENT NOTIFICATION:

In all cases the gaming licensee shall email all change requests to the MGC.ShippingNotifications@MassMail.State.MA.US.

SLOT CHANGE LOG

A copy of the Notification request along with the attached MGC Slot Change Form (slot control log) shall be maintained by the slot department.

PRINTS AND REPORTS:

As required by 205 CMR 145.01 the casino licensee shall be responsible for submitting to the IEB the updated Slot Machine Master List the 1st Tuesday of every month.

Section VIII: Other Modifications of Slot Machines

SCOPE:

Modifications to previously approved gaming devices are governed by 205 CMR 144.03. A modification is a change or alteration to an electronic gaming device's software and/or hardware previously approved by the Commission for installation or operation in Massachusetts (e.g. change to control programs, change to the theoretical payout percentage, change of denomination, or a change to the hash signature). The procedures described in this section apply to any other modifications not previously addressed in this manual. Examples of other modifications could include but not limited to any physical and operational modifications, operating system upgrades and mandatory and/or voluntary software and/or hardware revocations.

NOTICE:

The gaming licensee must provide a minimum of 5 day prior notice in writing via Slot Machine Change Request to the IEB or their designee and the NOC for any modifications. If the modification has received approval through a manufacturer's request, the approval letter must be attached to this Slot Machine Change Request. The request for other modifications shall detail the proposed modifications and be accompanied by a detailed description, print schematic, block diagram or machine analysis as needed.

MODIFICATION AND USE APPROVAL:

The licensee shall be responsible for contacting the IEB, MGC GTL, NOC and CITL, as needed, to arrange for any necessary inspections of the machines. The date and name of the individual contacted along with the scheduled inspection date shall be recorded in the designated area of the Slot Machine Change Request.

The gaming licensee must submit the completed Slot Machine Change Request to the IEB and NOC a minimum of 5 days prior to the scheduled start date of the modification.

The IEB may approve the modification upon receipt of the completed request and after any necessary inspections. Once the IEB has signed off on the Slot Machine Change Request, the IEB shall be authorized to approve the use of the machines.

INSPECTION:

The IEB, MGC GTL, NOC or CITL must inspect the machines (if required) once the modifications have been completed and prior to being opened to the general public for gaming activity.

MOVEMENT NOTIFICATION:

In all cases the gaming licensee shall email all change requests to the MGC.ShippingNotifications@MassMail.State.MA.US.

SLOT CHANGE LOG

A copy of the Slot Machine Change Request along with the attached MGC Slot Change Form (slot control log) shall be maintained by the slot department.

Section IX: Additional requirements to change requests that contain Link Progressives and Stand-Alone Progressives Electronic Gaming Devices.

NOTE:

Progressive equipment and jackpots are governed by 205 CMR 143.02 and the gaming licensee's internal control procedures approved in accordance with 205 CMR 138.53 and

138.54. All changes that have progressive awards on them must follow the procedures found in this section as well as the ones found in the coinciding previous section. Any changes in the amount of days needed for notification due to progressive amounts being transferred or discontinued on a specific theme will need to follow the ten (10) day rule. For all transfers and discontinued awards, the licensee must notify the public at a minimum of at least ten (10) days.

SCOPE:

The procedures described in this section shall apply to the approval of progressive slot machine submissions (Five day review period). Elements of a submission should include all the information stated in the previous section that applies as well as the following additional items:

1. Ten (10) day notification of the progressive liability transfer shall be conspicuously displayed on the front of each applicable EGD for at least ten days in advance of a transfer.
2. Location to and from where the liability of the progressive amount is being moved
3. Information that needs to be provided in the request is the following: current value, overflow, base value, jackpot limit, increment rate, secondary increment, hidden increment, and reset value.
4. All requests should provide the current liabilities and where they will be transferred to and any levels affected.
5. All progressive transfers must be made to a 'like' EGD as defined in 205 CMR 143.02(e). If there are other units on the floor with the same progressive odd(s) of winning and similar wager amount to win the award, then every effort should be made to transfer the liability to the same type of EGD.
6. IEB reserves the right to request a different 'to' EGD for a progressive transfer to satisfy both the 'similar' condition and the same or lower wager requirement to be eligible to win the award.
7. Every effort should be made to transfer SA progressives to a SA progressive and Linked progressives to linked ones. One should never try to place multiple awards into one machine or link to one level. The opposite of placing a large liability across multiple similar units is not only allowed but encouraged.
8. Transferred amounts cannot cost more than the original cost to win the award (i.e. If the cost of an award is 3 \$.25 credits (\$.75 total) then the new progressive cannot cost more than \$.75 for the chance to win the award.)
9. Any EGD placed in storage with a progressive award must have an intended

date of return to the casino floor and must follow procedures set in the licensee's submission of 138.53. A ten (10) day maximum will be allowed for progressive liabilities to be left off the floor in an approved storage area.

10. Any transfer or termination of a progressive must provide ten (10) day notice to both patron and on-site IEB office.

The gaming licensee must provide a minimum of a 10 day prior notice in writing to the IEB or their designee and the NOC of the intended transfer notice. The following is an example of the notice.

=====

NOTICE OF PROGRESSIVE JACKPOT REMOVAL

Please be advised that on September 23, 2017 the progressive jackpot's liability currently offered on this machine will be transferred and will no longer be available as an award on this unit.

Date of Original Notification: August 24, 2017

Date of Progressive Elimination: September 23, 2017

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NOTICE:

Prior to establishing a standalone progressive slot machine or link progressive unit the gaming licensee shall submit a written Slot Machine Change Request to the IEB and MGC GTL for review and approval. Any changes, adjustments or modifications to an existing and previously approved standalone progressive slot machine or link progressive unit will require a revised Slot Machine Master List be submitted to the IEB and MGC GTL for approval.

CCTV inspection coverage will be certified by the licensee's surveillance department. CCTV coverage will be reviewed and verified by the IEB or their designee.

A progressive meter shall be visible to all players who are playing a device, and will always display the correct amount a patron is eligible to win at that time unless it is a 'mystery jackpot' award. A player shall know that they are playing a progressive game and not have to play the max bet amount to find out. The above are parameters that are verified on-site prior to implementation.

The filing of a Slot Machine Change Request shall be required for the following:

1. Installing a new stand-alone progressive machine or progressive link unit.
2. Transferring a progressive jackpot's liability.
3. Increasing or decreasing the number of slot machines on a link progressive unit.

4. Increasing or decreasing the probability of winning the jackpot.
5. Changing the reset amount.
6. Establishing or removing a jackpot payout limit. (Jackpot payout limit refers to changing the ceiling, the must hit by or increasing/decreasing the payout limit)
7. Changing the progressive controller/controller program (any change/upgrade or servicing).
8. Decreasing or increasing the denomination of a stand-alone progressive slot machine or link progressive unit.

NOTE: When decreasing the denomination of an existing progressive, the required wager to win the progressive jackpot cannot be increased, i.e., existing \$.25 denomination progressive requires 3 coins (\$.75) to win progressive jackpot, if changing denomination to a \$.05, then number of coins required to win progressive cannot exceed 15 coins (\$.75).

9. Replacing the slot machine program with a program having the same probability.
10. Relocating a progressive controller.
11. Increasing or decreasing the number of machines in a link progressive unit.
12. Installing or removing a common progressive display unit, meters associated signage.
13. Rate of Progression Changes.
14. Elimination and removal of a stand-alone progressive or link progressive unit once the progressive jackpot has been awarded to a winning patron. If the stand-alone progressive or link progressive unit is to be removed from the floor after the jackpot has been awarded.

NOTICE: Items #10, #11, #12 and #13

A formal approval letter will not be required on changes to a progressive slot machine submission for Items #10, #11, #12 and #13. The casino licensee will submit the appropriate paperwork detailing the change(s) to the IEB and MGC GTL for review. The casino licensee will be responsible to arrange for any inspection of the equipment and machines as necessary.

The approval letter from the IEB shall be attached to the request for the modification if applicable

NOTICE: Items #2, #6 and #14.

A formal approval letter from the IEB will be required on changes outlined in Item #2, #6 and #14. It requires the posting of a notice by the licensee for not less than ten (10) days in advance of the proposed changes.

The approval letter from the IEB shall be attached to the request for the modification if applicable

NOTICE: Item #2

Any transfer of progressive amounts must follow the regulation set forth in 205 CMR 143.02. All information must be made available in the initial Slot Machine Change Request. All current liability amounts will state their projected future location in detail including (level, and SA or Link).

When transferring multiple jackpot liabilities the licensee shall not transfer more than 2 ½ times the progressive reset value. Liabilities can be transferred across multiple 'like' units to help alleviate this problem.

INSPECTION:

If any of the proposed changes require a modification to the authorization granted in the Certificate of Operation issued to the casino licensee, a formal petition requesting that modification must be filed with and approved by the MGC or its authorized designee prior to implementation.

MULTI-CASINO PROGRESSIVE LINK UNIT OR PROGRESSIVE LINK WITH MACHINES OF DIFFERENT DENOMINATIONS OR THAT REQUIRE DIFFERENT MAXIMUM WAGERS TO HIT THE PROGRESSIVE JACKPOT

The initial review and approval for a multi-casino progressive link unit **or a progressive link with machines of different denominations or that require different maximum wagers** as well as changes to such existing links will be reviewed and approved by the IEB in conjunction with the MGC GTL and CITL as needed.

The gaming licensee will submit to the IEB a Slot Machine Change Request outlining the proposed change for review and approval. IEB - Field Manager of Gaming Operations, Compliance Manager, and IEB - Senior Supervising Gaming Agent should also be copied on the movement notification.

The gaming licensee shall submit the Slot Machine Change Request to the IEB and

MGC GTL for review.

The changes outlined above may be scheduled after approval has been received from the IEB and the requisite inspections have been obtained. The changes outlined in Items #2, #6 and #14 requires the posting of a notice of not less than ten (10) days on each of the progressive machines location(s) involved. Upon the expiration of the time period, the approved changes must be made unless the IEB is notified in writing prior to the expiration of the time period that the changes will not occur. Any future request involving this machine will require a new Slot Machine Change Request. Nothing in this section shall preclude the casino licensee from removing progressive slot machines from the casino floor in accordance with Section IX of the manual. Prior to implementing any progressive slot machine changes as detailed in this section, the casino licensee shall contact the IEB, MGC GTL, NOC and/or CITL for related inspections as required. The appropriate procedures described in Section IX of this manual shall be followed.

NOTE: If any of the proposed changes require a modification to the authorization granted in the Certificate of Operation issued to the casino licensee, a formal petition requesting that modification must be filed with the MGC or its authorized designee prior to implementation.

NOTICE:

Multi-casino links, wide area progressives links and in-house progressive links may be reduced to one machine per casino.

All meter amounts will be taken as required and the Progressive Jackpot amount will be recorded by the licensee in the MEAL book of each slot machine prior to the movement of the progressive slot machine and given to the IEB or their designee for verification.

MOVEMENT NOTIFICATION:

In all cases the gaming licensee shall email all change requests to the MGC.ShippingNotifications@MassMail.State.MA.US.

SLOT CHANGE LOG

A copy of the Slot Machine Change Request along with the attached MGC Slot Change Form (slot control log) shall be maintained by the slot department.

PRINTS AND REPORTS:

As required by 205 CMR 145.01 the casino licensee shall be responsible for submitting to the IEB the updated Slot Master List the 1st Tuesday of every month.

NOTE: If the movement of the progressive slot machines requires a modification to the authorization granted in the Certificate of Operation issued to the casino licensee, prior to the movement of any machine, a formal petition requesting that modification must be filed with and approved by the IEB or their designee

Section X: Procedures for Slot Machine Payouts of Merchandise

SCOPE:

The procedures described in this section shall apply to the approval of merchandise jackpot submissions. (All references to merchandise jackpots also refers to anything of value but not necessarily a cash prize.)

NOTICE:

The filing of a Slot Machine Change Request shall be required for the following:

1. Installing a slot machine offering a merchandise jackpot;
2. Increasing or decreasing the probability of winning the merchandise jackpot (requires prior IEB approval);
3. Establishing or eliminating a time limit for:
 - a. Decreasing or increasing the probability of winning the merchandise jackpot.
 - b. Increasing or decreasing the denomination of the slot machine.
 - c. Changing the terms and/or conditions of the merchandise offering;

The following can be accomplished through modification paperwork:

4. Replacing the slot machine program with a program having the same probability (requires prior IEB approval); and
5. Decreasing or increasing the denomination of the slot machine.

The casino licensee shall submit the Slot Machine Change Request to the IEB, the MGC GTL and the NOC along with blueprints identifying the location and specifications of signs or displays (pay glass) as required for approval. If a sign or the actual merchandise is displayed, the following must also be submitted as necessary: a Certification from the Director of Surveillance, an Architectural and Engineering Certification concerning the structural integrity of the suspension system(s) and a Sight-Line Analysis if required by the MGC or local or state agencies. The gaming licensee must submit procedures which address the awarding of merchandise to a patron. At a minimum, these procedures shall include the documentation given to the patron at the time of the jackpot supporting the winning of the merchandise (or equivalent cash value in initial submission). The receipt shall be a two-part form, at a minimum, one copy shall be issued to the patron and one copy shall be agreed to the

triplicate copy of the Payout Slip or stored data as required.

A new slot machine offering the same merchandise jackpot may be instituted at any time after the initial approval has been received from the IEB and the requisite inspections have been obtained. The change outlined in Item #3 above requires the posting of a notice of not less than 10 days in advance of the proposed changes. This notice must be submitted to the IEB for approval at a minimum of 5 days prior to the notice being posted. Upon expiration of the time period, the approved changes must be made unless the IEB or their designee is notified in writing at a minimum of 5 days prior to the expiration of the time period that the changes will not occur. Any future request involving this machine will require a new Notification Log. The Items in #4 and #5 above can be accomplished through modification paperwork and the required inspections.

INSPECTIONS:

The casino licensee will be responsible for contacting the IEB or their designee, the MGC GTL, NOC and CITL to arrange for the inspection of the slot machine(s) (as required). The date and names of the individuals contacted along with the scheduled inspection dates shall be recorded in the designated areas of Slot Machine Change Request.

If a slot machine inspection and/or CCTV inspection is not required, a notation indicating "Slot machine inspection not required" and/or "CCTV inspection not required" shall be made by the IEB on the contact line of the Notification Log. It should be noted that the IEB or their designee must indicate that a CCTV inspection is not required on Slot Machine Change Request.

APPROVAL:

The approval letter from the IEB shall be attached to the Slot Machine Change Request and forwarded to the IEB - Field Manager of Gaming Operations (or his designee), Compliance Manager, and IEB - Senior Supervising Gaming Agent. Once the IEB has signed off on Slot Machine Change Request (if required), the IEB or their designee shall be authorized to approve the opening of the slot machines and the use of the merchandise jackpots.

MERCHANDISE OR JACKPOT SUBMISSION

Type of Machine: Link Double Single Non-Progressive (Circle One)

Slot Machine Manufacturer/Model Number(s): _____

Location Number(s) of Slot Machine(s): _____

Asset Number(s) of Slot Machine(s): _____
as indicated on attached blueprint

Number of Machine(s): _____ Denomination: _____

Rate of progression (if applicable): _____%

Chip identification number(s): _____

Percentage Payout:	1 st	3 rd	5 th	7 th	9 th
	2 nd	4 th	6 th	8 th	10 th

Winning combination that awards the merchandise or thing of value: _____

Attached is a facsimile of: Sign ____ Pay Glass ____ Other ____ N?A ____ (check one)

Name or brief description of merchandise or thing of value offered: _____

Equivalent cash value of merchandise or thing of value offered: _____

Does patron have option of receiving the cash equivalent in lieu of the merchandise or thing of value offered? Yes ____ No ____

Location of merchandise and/or sign which contains a brief description of the merchandise or thing of value offered: _____

Manner of installing or placing merchandise on the casino floor: _____

The dates the merchandise or thing of value will be offered if a time limit is established: _____

CERTIFICATION OF SURVEILLANCE

I hereby certify that I have reviewed the blueprint depicting the proposed locations for the placement of merchandise requested herein and that the camera coverage for those locations is adequate to afford proper surveillance.

Prior to the machines being opened for play, I will perform the necessary inspections to support my certification.

Director Surveillance / CCTV or Designee

Title

Date

Section XI: Slot Machine Permitting and Registration Procedures

SCOPE:

The procedures described in this section shall apply to the Permitting and Registration of an Electronic Gaming Device (EGD) to be operated by casino licensees in the Commonwealth of Massachusetts.

REGULATION

205 CMR 144.00: APPROVAL OF SLOT MACHINES AND ELECTRONIC GAMING EQUIPMENT AND TESTING LABORATORIES

NOTICE:

Any electronic gaming device (EGD); slot machines, electronic table games and similar devices; as described in 205 CMR 144.01, that are sold, shipped and/or operated in the Commonwealth of Massachusetts must be permitted by the Massachusetts Gaming Commission.

No slot machine manufacturer or vendor shall sell, lease or otherwise place, nor can any casino licensee possess, operate or purchase, an EGD intended for use in the Commonwealth of Massachusetts unless a Permit has been issued for the EGD by the Massachusetts Gaming Commission.

If no permit has been issued by the Massachusetts Gaming Commission the EGD cannot be sold, leased or provided to a casino licensee or shipped into the Commonwealth of Massachusetts.

To register and obtain a permit for an unpermitted EGD, the EGD manufacturer, vendor or EGD owner must contact the Massachusetts Gaming Commission in writing to formally request that a permit be issued for the EGD.

DEFINITION

Any Electronic Gaming Device or platform* not already in use and permitted in the Commonwealth of Massachusetts will require a permit to be issued.

*An Electronic Gaming Device or platform is defined as a unique instance, either physical and/or electronic, of a slot machine, electronic table game and similar device, as described in 205 CMR 144.01(2), which requires specific testing and approval by a Certified Independent Test Laboratory.

A unique Electronic Gaming Device or platform may utilize a variety of gaming device configurations which include different operating software, game personalities, themes and OEM equipment options. Manufacturers of OEM hardware and peripheral devices (ticket printers, bill acceptors, etc.) develop interfaces and gateways so that their hardware can communicate and operate with a variety of gaming devices using different OS. This flexibility allows the EGD and OEM manufacturers to support a variety of different game and cabinet configurations but does not necessarily warrant a new permit.

A new, modified or unique instance of a gaming device listed in 205 CMR 144.01(2) will be determined by the Massachusetts Gaming Commission. This determination may be based on the requirement for a certified independent testing laboratory approval related to a hardware configuration, the operating system and associated software an EGD uses and/or any new, modified or unique OEM software or hardware not previously tested and approved for use in the EGD.

PROCEDURE

Prior to the sale, lease, placement or shipment of any EGD to a casino licensee in the Commonwealth of Massachusetts the slot machine manufacturer, vendor or EGD owner should contact the Massachusetts Gaming Commission and confirm that a permit has been issued for the EGD being sold, leased, placed or shipped. A list of currently permitted EGDs can be found on the Massachusetts Gaming Commission website.

In order to request a permit for an EGD the slot machine the manufacturer, vendor or EGD owner must, in addition to other required documentation, provide proof that the EGD has been tested and approved by a certified independent testing laboratory and the EGD meets the appropriate standards and interoperability requirements of the Commonwealth of Massachusetts.

The request for an EGD permit shall contain:

- a) Name and address of the slot machine manufacturer, vendor or EGD owner;
- b) Name of the primary contact for the slot machine manufacturer, vendor or EGD owner;
- c) The slot machine manufacturer, vendor or EGD owner's Massachusetts Gaming Commission license number or registration number;
- d) The unique name and model number for the EGD for which the registration and permit is being sought;
- e) A description of the EGD and what makes the EGD different from currently permitted EGDs;

- f) A detailed description that explains the benefits, changes, features, operating characteristics, system upgrades and/or security enhancements found in this EGD that are not currently available in already permitted EGDs;
- g) A copy of the Certified Independent Testing Laboratory certification and approval for the EGD;
- h) A list of all jurisdictions (if any), at the time of the EGD permit submission request, in which the EGD has been granted or denied licensure, registration, or similar approval;
- i) The permitting fee in accordance with 205 CMR 144.05; and
- j) Additional documentation as requested.

Upon receipt of the EGD permit request, the Massachusetts Gaming Commission's Gaming Technology Laboratory may require that the slot machine manufacturer, vendor or EGD owner provide, at their own expense, a functioning EGD that is interoperable with the Massachusetts Gaming Commission's CMS system as well as any and all documentation and other materials necessary to conduct testing and evaluate compliance.

Prior to issuing a permit and after completing a review of the EGD, the Massachusetts Gaming Commission may require a trial period of up to 90 days to test the EGD at a casino licensee's facility. During the trial period, minor changes in the operation and/or design of the gaming device may be made with prior approval by the Massachusetts Gaming Commission and the Investigations and Enforcement Bureau.

Upon reviewing the gaming device permit request and conducting any additional testing or trials that may be required, the Massachusetts Gaming Commission shall issue an EGD permit if the EGD meets the requirements of 205 CMR 144.02(7). If a gaming device does not meet the requirements of 205 CMR 144.02(7), the Commission may deny the EGD permit entirely or issue the EGD permit subject to any conditions necessary for the EGD to meet the requirements of 205 CMR 144.02(7). If the Massachusetts Gaming Commission denies or conditionally approves the gaming device permit, the Massachusetts Gaming Commission shall provide a written notification containing the reason for the denial or the specific conditions required. The EGD permit shall not expire, but shall be subject to any future conditions imposed in accordance with 205 CMR 144.02(8).

**Massachusetts Gaming Commission
Electronic Gaming Device Permit Request**

To: Massachusetts Gaming Commission, Gaming Technology Unit
101 Federal Street, 12th Floor
Boston, MA 02110

From: Robert Lawman, VP of Compliance
Game Company USA
777 Handpay Way
Jackpot, MO

Date:

Subject: Electronic Gaming Device Permit Request

Dear <mr./mrs.> ,

As required by 205 CMR 144.00, Game Company USA requests that the Massachusetts Gaming Commission review the attached EGD documentation and grant Game Company USA an Electronic Gaming Device Permit for the aforementioned EGD.

The following information pertains to the electronic gaming device to be permitted:

- <Name and address of the slot machine manufacturer, vendor or EGD owner>
- <Name of the primary contact for the slot machine manufacturer, vendor or EGD owner>
- <The slot machine manufacturer, vendor or EGD owner's license or registration number>
- <The unique name and model number for the EGD for which the registration and permit is being sought>
- <A description of the EGD and what makes the EGD different from currently permitted EGDs>
- <Describe in details the benefits, changes, features, operating characteristics, system upgrades and/or security enhancements found in this EGD that are not currently available in already permitted EGDs>
- <A copy of the certified independent testing laboratory certification and approval for the EGD>
- <A list of all jurisdictions (if any), at the time of EGD permit submission, in which the EGD has been granted or denied licensure, registration, or similar approval>

The following additional documentation is also available upon request:

- Technical documents, manuals and schematics including documents for associated equipment (bill validator, progressive, etc.).
- Software including OS, progressive control, video and any associated peripheral or OEM device.
- Percentage calculations, EGD artwork and reel strip and pay tables and.
- Complete source code, emulation instructions and all accounting meter sets.
- All operations manuals and user documentation.
- Any other information or data used by the CITL <GLI/BMM> in conjunction with the testing and certification of the aforementioned EGD.

In accordance with 205 CMR 144.05 the permitting fee is included with this request.

If you have any questions concerning this permitting request or need any additional information please contact me at <provide contact information here>.

Sincerely,

Robert Lawman,
VP of Compliance

Attachments

C:

IEB - Field Manager of Gaming Operations (or his designee)
IEB – Compliance Manager
IEB - Senior Supervising Gaming Agent.

Section XII: Slot Machine Prototype Approval

SCOPE:

The procedures described in this section shall apply to slot machine prototype submission and approval.

NOTICE:

The manufacturer or distributor shall submit a letter to the MGC and IEB of its intent to submit a slot machine for prototype to the MGC GTL and/or CITL for review and approval. It should be noted that the manufacturer must apply for licensure prior to submitting any product for review if they are not already licensed by the Massachusetts Gaming Commission and the Commonwealth of Massachusetts. A copy of the request shall also be submitted to the MGC Gaming Technology Manager, IEB Field Manager of Gaming Operations, Compliance Manager, and IEB Senior Supervising Gaming Agent for formal approval prior to the shipment of any prototype product into the Commonwealth to the MGC GTL and/or CITL for testing. The Gaming Technology Manager or their designee shall advise the manufacturer/distributor when to submit a notice of shipment. The MGC GTL and/or CITL shall acknowledge receipt of the prototype shipment.

The notice of shipment shall be forwarded by the manufacturer/distributor in advance to the MGC Gaming Technology Manager, IEB Field Manager of Gaming Operations, Compliance Manager, and IEB Senior Supervising Gaming Agent. Prior to transporting any slot machines into the Commonwealth, the manufacturer, distributor, seller, or other person shipping such machines shall notify the MGC GTL and the IEB in writing, of such shipment giving the following information:

1. The full name and address of the person or entity shipping said machines;
2. The full name and address of the owner of the machines if different than 1 above;
3. The method of shipment and the name of the carrier or carriers;
4. The full name and address of the person or entity to whom the machines are being sent and the destination of said machines if different from such address;

5. The quantity of machines being shipped, make and serial number of each machine;
6. The expected date and time of shipment of the machines from their point of origin;
7. The expected date and time of arrival of the slot machines at their destination within this state; and
8. The port of entry, if any, of said machines.

Unless otherwise directed, these slot machines will be transported directly to the IEB, MGC GTL and/or CITL as required.

Along with the shipment, a set of the prints, schematics, block diagram, circuit analysis, payout percentage sheet, award glass facsimile and a comprehensive and technically accurate description and explanation in both technical and layman's language of the manner in which the device operates and how the payout percentage is achieved.

**Massachusetts Gaming Commission
Gaming Device Prototype Approval Request**

To: Massachusetts Gaming Commission, Gaming Technology Unit
101 Federal Street, 12th Floor
Boston, MA 02110

From: Robert Lawman, VP of Compliance
Game Company USA
777 Handpay Way
Jackpot, MO

Date:

Subject: Electronic Gaming Device Prototype Submission

Dear <mr./mrs.> ,

As required by 205 CMR, Game Company USA requests permission from the Massachusetts Gaming Commission to submit and ship the follow electronic gaming device prototype for review and approval by <CITL - GLI/BMM> for use in the Commonwealth of Massachusetts. .

The following information pertains to the electronic gaming device prototype submission:

- <Describe in detail what makes this electronic gaming device prototype different or unique compared to previous gaming platforms or designs already approved? >
- <Describe in details the benefits, changes, features, operating characteristics, system upgrades and/or security enhancements found in this prototype that are not currently available in current models. >

List all the necessary documentation as required by the <CITL - GLI/BMM> for review and testing.

- Technical documents, manuals and schematics including documents for associated equipment (bill validator, progressive, etc.).
- Software including OS, progressive control, video and any associated peripheral or OEM device.

- Percentage calculations, reel strip listings, paytables, payglass details for all submitted games.
- Complete source code, emulation instructions and all accounting meters.
- All operations manuals and user documentation.
- Any other information or data required by the CITL <GLI/BMM> to test and certify the requested prototype.

____ Prototype Shipment of Electronic New Gaming Device to CITL <GLI/BMM>

____ Prototype Shipment of Electronic New Gaming Device to MGC GTL

____ Prototype Shipment of Electronic New Gaming Device to <Casino Licensee Facility>

- Is this Electronic Gaming Device Prototype in use in any other gaming jurisdiction?
Yes: __ No: __ N/A: __ Jurisdiction(s): _____ Install Date: _____
- Is this Electronic Gaming Device Prototype Permitted for Use in the Commonwealth of Massachusetts? Yes: __ No: __ N/A: __ Permit Number: _____

The following information pertains to the expected shipment and transport of the electronic gaming device prototype to <CITL - GLI/BMM>. The electronic gaming device prototype involved in this shipment is identified on the attached slot machine activity control log.

Shipment and Transport Information

Full Name and Address of Shipper	<i>Game Company USA 777 Handpay Way Jackpot, MO</i>
Owner of Gaming Devices, if applicable	<i>Game Company USA</i>
Method of Shipment and Name of Carrier(s)	<i>Truck Jones Slot Trucking Company</i>
Reason for Machine Transportation	<i>Electronic Gaming Device Prototype Testing</i>
Full Name and Address of Entity to Whom the Machines are Being Shipped	<i>CITL or Casino Licensee <GLI/BMM/Casino></i>
Destination	<i>Same as CITL or Casino Licensee</i>
Quantity of Gaming Devices to be Shipped	<i><1></i>
Expected Date and Time of Shipment	<i>September 14, 2018</i>
Expected Date and Time of Arrival	<i>September 28, 2018</i>

If you have any questions concerning the shipment of these gaming devices, please contact me at <provide contact information here>.

Sincerely,

Robert Lawman,
VP of Compliance

Attachments

C:

IEB - Field Manager of Gaming Operations (or his designee)

IEB – Compliance Manager

IEB - Senior Supervising Gaming Agent.

Section XIII: Destruction of Slot Machines

SCOPE:

The procedures described in this section shall apply to any slot machine being destroyed in the Commonwealth.

NOTICE:

Prior to the destruction of any slot machine(s), the person or entity destroying the machine(s) (i.e., manufacturer, distributor/representative or casino licensee) must send a notice of destruction to the MGC – Gaming Technology Manager, IEB - Field Manager of Gaming Operations and IEB - Senior Supervising Gaming Agent.

The above notice must contain the following information:

1. The full name and address of the person or entity destroying the machines;
2. The place of destruction;
3. The method of destruction;
4. The quantity of machines being destroyed, the serial number of each machine and the MGC Asset Tag number for each machine; and
5. The expected date and time of destruction of the machines.

The notice should be mailed sufficiently in advance of the destruction so that it will be received by the MGC – Gaming Technology Manager, IEB - Field Manager of Gaming Operations (or his designee) and IEB - Senior Supervising Gaming Agent at least 5 working days prior to the actual destruction date of the machines.

The IEB or their designee will assign a gaming agent to monitor the actual destruction of the machine(s). Immediately prior to the destruction of the slot machine(s), the metal identification tag containing the slot machine serial number, the MGC Asset Tag and any gaming seals will be removed and turned over to the IEB staff personnel witnessing the destruction.

Appendix A - Forms Section

Slot Machine Shipment Notification Template Manufacturer/Distributor or Casino Licensee

Notification of Gaming Device Movement

Date: *February 2, 2018*

From: Vendor Name
Vendor Address

To: Investigations and Enforcement Bureau
Massachusetts Gaming Commission
101 Federal Street, 12th Floor
Boston, MA 02110

As required by 205 CMR, the following information pertains to the expected shipment and transport of gaming devices into/out of the Commonwealth of Massachusetts. The gaming devices involved in this shipment are identified on the attached slot machine activity control log.

_____ New Gaming Device Shipment to Casino Licensee Facility

- Are these Gaming Devices Currently Permitted for Use? Yes: ____ No: ____ N/A: ____

Permit Number(s): _____

If No or N/A Explain: _____

_____ Shipment of Gaming Devices from Casino Licensee Facility

Shipment and Transport Information

Full Name and Address of Shipper	<i>Jones Slot Company 11 Handle Drive Jackpot, NV 89119</i>
Owner of Gaming Devices, if applicable	<i>Slot Maker USA</i>
Method of Shipment and Name of Carrier(s)	<i>Truck Jones Slot Trucking Company</i>
Reason for Machine Transportation	<i>New Installation – Slot Machine Purchase</i>
Full Name and Address of Entity to Whom the Machines are Being Shipped	<i>New Casino 11 Main Street Boston, MA</i>
Destination	<i>Same as Casino Address</i>
Quantity of Gaming Devices to be Shipped	<i>10</i>
Expected Date and Time of Shipment	<i>February 14, 2018</i>
Expected Date and Time of Arrival	<i>February 28, 2018</i>

If you have any questions concerning the shipment of these gaming devices, please contact me at <provide contact information here>.

Sincerely,

*John Smith
Compliance Manager*

Attachments

C:

- IEB - Field Manager of Gaming Operations (or his designee)
- IEB – Compliance Manager
- IEB - Senior Supervising Gaming Agent.

EGD Software Shipment Notification Template Manufacturer/Distributor or Casino Licensee

Notification of Shipment or Transport of Operating System Software, EPROMS or EGD Programs

Date: *February 2, 2018*

From: Vendor Name
Vendor Address

To: Investigations and Enforcement Bureau
Massachusetts Gaming Commission
101 Federal Street, 12th Floor
Boston, MA 02110

Dear Sirs,

As required by 205 CMR, the following information pertains to the expected shipment and transport of operating system software, EPROMS or EGD programs into/out of the Commonwealth of Massachusetts. The gaming device operating system software, EPROMS or EGD programs involved in this shipment are identified below.

XX Shipment of Operating System Software, EPROMS or Gaming Programs to a Casino Licensee Facility

- Is this Operating System Software, EPROMS or Gaming Program for use in Currently Permitted Gaming Devices? Yes: _____ No: _____ N/A: _____

Permit Number: _____

If No or N/A Explain: _____

Description of Operating System Software, EPROMS or Gaming Program to be shipped (include program name, program number(s), model and theme information and functional explanation of software):

_____ Shipment of Operating System Software, EPROMS or Gaming Programs from a Casino Licensee Facility

Description of Operating System Software, EPROMS or Gaming Program to be shipped (include program name, program number(s), model and theme information and functional explanation of software):

Shipment and Transport Information

Full Name and Address of Shipper	<i>Jones Slot Company 11 Handle Drive Jackpot, NV 89119</i>
Owner of Gaming Device Software and Address, if applicable	<i>Slot Maker USA 17 ticket Dr Handpay, AZ</i>
Method of Shipment and Name of Carrier(s)	<i>Truck Jones Slot Trucking Company</i>
Reason for Software Transportation	<i>New Installation – Slot Machine Purchase</i>
Full Name and Address of Entity to Whom the Machines are Being Shipped	<i>New Casino 11 Main Street Boston, MA</i>
Destination	<i>Same as Casino Address</i>
Quantity to be Shipped	<i>10</i>
Expected Date and Time of Shipment	<i>February 14, 2018</i>
Expected Date and Time of Arrival	<i>February 28, 2018</i>

If you have any questions concerning the shipment of these gaming devices, please contact me at <provide contact information here>.

Sincerely,

John Smith
Compliance Manager

Attachments

C:

IEB - Field Manager of Gaming Operations (or his designee)
IEB – Compliance Manager
IEB - Senior Supervising Gaming Agent.

Slot Machine Change Request Template – Casino Licensee

Slot Change Form # _____



To:

From:

Date:

Subject:

The XXXXXXXX Casino is requesting the authorization of the IEB to make the following changes beginning on XXXXX and until complete

_____ Slot Machine Movement

- Relocation of Existing Slot Machines on the Casino Floor _____
- Relocation from a Storage Location to the Casino Floor _____
- Relocation from the Casino Floor to a Storage Location _____
- Installation of New Slot Machines to the Licensee's Casino Floor (Shipment) _____
- Removal / Transport of slot machines from the Licensee's Facility (Shipment) _____

_____ Type of Change (if any)

- Machine Theme Conversion _____
- Machine Theme Termination _____
- Progressive Transfer _____
- Percentage Change _____
- Denomination Change _____
- Other Machine Modification _____

Description of Modification:

This request necessitates the following changes:

Does the request involve Progressive Slot Machines?	Yes:	No:
Does the request involve Merchandise or a Thing of Value?	Yes:	No:
Will a RAM Clear be required?	Yes:	No:
Will Game Options be Re-Programmed?	Yes:	No:
EFT Enabled?	Yes:	No:
Will an Emergency Drop be performed?	Yes:	No:
Gaming Device Inspection Required?	Yes:	No:

Gaming Device Breakdown, after the changes:

The machine breakdown, after the changes, is summarized below:

Example:

XXXXX casino's floor will have the following changes

A-01 and 02 bank will have their bank reduced from 12 units to 10

B-01 will have their bank increase from 8 to 12 units

No other changes will occur.

If progressive contributions are transferred please answer the following:

How many progressive levels are scheduled for transfer? _____

How many progressive levels are available in the new configuration? _____

What are the progressive contribution rates? _____



Initial Approval

Notification received by: _____

_____ Date

_____ Date of Change

For Official Use Only

Evidence Tape Intact (if applicable)? Yes: No: N/A:

Slot Machine Inspection Required? Yes: No:

CCTV Inspection Required? Yes: No:

Approval for Change:

_____ IEB or Designee

_____ Date



Section to be handled and filled out by Licensee

Certification of Licensee

Progressive Amounts Recorded?	Yes:	No:	N/A:	_____
				Slot Technician or designee Title Date
Were there any overflow pools?	Yes:	No:	N/A:	_____
				Slot Technician or designee Title Date
Was the NOC called prior to disabling?	Yes:	No:		_____
				Slot Technician or designee Title Date
Cash Boxes Removed/Replaced?	Yes:	No:		_____
				Cage or Slots designee Title Date
Cash Boxes Transported to/from Count room?	Yes:	No:		_____
				Cage or Security designee Title Date
Any locks Installed/Removed?	Yes:	No:	N/A:	_____
				Locksmith or Security designee Title Date

**Certification of Completion and
Slot Machine Readiness:**

Slot Shift Manager or Designee Date

** In signing off on this certification the licensee is stating that any and all settings, signatures, liabilities, transfers, approvals, and paper work has been completed at the time of this request.*



CERTIFICATION OF SURVEILLANCE

I hereby certify that I have reviewed the blueprint depicting the proposed locations for the progressive slot machines requested herein and that the camera coverage for those locations is adequate to afford proper surveillance.

Prior to the machines being opened for play, I will perform the necessary inspections to support my certification.

Director Surveillance / CCTV or Designee

Title

Date

For Official Use Only

CCTV Coverage Reviewed and
Verified By:

IEB or Gaming Agent Designee

Date

Approval for Use:

IEB or Designee

Date

Attachments

- C: MGC – Manager of Gaming Technology
- IEB - Field Manager of Gaming Operations (or his designee)
- IEB – Compliance Manager
- IEB - Senior Supervising Gaming Agent

Required Verbiage for Associated Signage:

“The progressive jackpot on this machine is linked to slot machines of different denominations. Although the odds of winning the jackpots are different for each denomination, they are the same for the amount of money wagered in any denomination.”

Sample Bill Test Form

[illegible]

Appendix B:

Slot Machine Information required by the Massachusetts Gaming Commission for use by the Investigations and Enforcement Bureau and the Central Monitoring System – Casino Licensee

SCOPE:

The guidelines described in this section shall apply to the specific slot machine data elements, binary software images, parameters, settings, configurations and game information required by the Massachusetts Gaming Commission for use by the Investigations and Enforcement Bureau for import into the Central Monitoring System.

NOTICE:

The Massachusetts Gaming Commission requires that specific slot machine information and data elements be included with all slot machine paperwork and submission documents including but not limited to slot machine activity requests for conversions, modifications, relocations, installations and shipments.

It is the responsibility of each casino licensee to comply with the Massachusetts Gaming Commission requirements for this information and provide the current and most accurate slot machine and property specific SMS information available. The information provided, along with the information contained in the Slot Machine Change Request (slot control log) and the SMS Slot File will be used to populate and continuously update the Massachusetts Gaming Commission's Central Monitoring System database. This will ensure that the CMS database is accurate and up to date and ensure the reliable communication between the all slot machines and the MGC CMS.

The licensee will be required to provide specific slot machine information and data elements in four (4) different formats depending on the slot machine activity or equipment related circumstance.

- Slot Machine Change Request as specified in the MGC Slot Activity Manual,
- CMS Data Import File as specified in the MGC Slot Activity Manual and used for new slot machine installations or the initial import of slot machine information into the CMS slot database,
- The Pre-Requisite CMS Slot File as specified in the MGC Slot Activity Manual and used for new slot machine installations or the initial import of slot machine

information into the CMS slot database, and

- The licensee's SMS Slot File provided on the first (1st) Tuesday of each month or as requested by the MGC or IEB.

PROCESS:

For new slot machine installations or shipments each Slot Machine Change Request shall include a CMS Data Import File, a Pre-Requisite CMS Slot File and the IGT - IEB Slot Change Form that will provide the necessary data to accurately populate the CMS database and identify the slot machines involved in installation or shipment.

For all other requests and/or changes identified in the MGC Slot Activity Manual will require a completed Slot Machine Change Request to be included with all Notification Logs to accurately identify the slot machines involved. This information is also required as a means to update the CMS database with any changes, modifications or updates that take place.

The CMS Data Import File, Pre-Requisite CMS Slot File and Slot Machine Change Request consist of a series of columns that contain the specific information needed to populate the MGC CMS database. These columns must be arranged in the specific order provided so that each of the data fields align with the import requirements for the CMS. Each row must contain all the required information that makes up the individual slot machine record within the CMS slot file. All fields which make up the individual slot records on the CMS Data Import File and Pre-Requisite CMS Slot File are required and must be completed unless otherwise noted.

CMS SLOT MACHINE DATA IMPORT FILE

		Date																	
		Licensee - Casino Name																	
Slot Machine Serial Number	Status	State Asset Tag Number	Slot Machine Model Number	Slot Machine Asset Number	Connection type=2	Multi Terminal Site Controller (MTSC) Serial Number	Casino ID Retailer number	Terminal Identifier	Slot Location Bank Position	VLT configuration	Rom set	Game set	Cpu address	MTSC Card Number	MTSC Cable Number	Slot Location Zone Identifier	Slot Location Bank Identifier	Smoking Flag	Electronic Table Flag

Below is a Sample Format string of data elements as they will be imported into the initial data load for the CMS database. It shows the CMS file name and the order needed for proper import of data fields. This order matches the order show in the above CMS Data

Below is a detail list of the data fields required as part of the CMS Slot Machine Data Import File. Included is the relative size, description and data structure for each. The order in which they are listed matches the order of the CMS Slot Machine Data Import File and Sample Format string shown above.

Please see the sample slot control log template for the specific column sequence.

- Slot Machine Serial Number - 16 character alphanumeric field. Manufacturer's serial number
- Status – 1 numeric character, slot machine system status. 1=active (on floor), 2=inactive (off floor)
- State Asset Tag Number - 16 character alphanumeric field. MGC assigned Asset Tag Number. Ex. P-oo21 (provided by the MGC IEB)
- Slot Machine Model Number - 50 character alphanumeric field. Model information supplied by manufacturer
- Slot Machine Asset Number - 6 character alphanumeric field. Licensee assigned Slot Machine / Asset Number
- Connection type=2 – 2 digit numeric field. System connection identifier always equal to 2 unless otherwise determined by the MGC.
- Multi Terminal Site Controller (MTSC) Serial Number - 16 character alphanumeric field. Unique serial number for the particular Multi Terminal Site Controller connected to specific slot machines. Required for proper system communication. Part of the CMS slot machine address.
- Casino ID Retailer number – 6 character alphanumeric field. Identification number assigned to a specific licensee property by MGC. Should be the same for all slot records.
- Terminal identifier – 50 character alphanumeric field. Not used for SAS venues.
- Slot Location Bank Position - 10 character alpha numeric field. Location of slot machine on a slot bank. Must be unique for each bank.
- VLT Configuration - 50 character alpha numeric field. This will be determined by the Protocol version used by the slot terminal. IGT will provide these configuration names
- Rom set - 50 character alpha numeric field. EPROM Software number supplied by manufacturer. Both Rom set and Game set must be populated.

Game set - 50 character alpha numeric field. Supplemental / Secondary EPROM Software number supplied by manufacturer. Both Rom set and Game set populated.

- convinceCPU address - **THIS FIELD SHOULD BE LEFT BLANK.**
- MTSC Card Number - 6 character numeric field. Slot machine connection to the MTSC. The specific card number installed in the MTSC associated with a specific slot machine. Part of the CMS slot machine address.
- MTSC Cable Number - 6 character numeric field. Slot machine connection to the MTSC. The identification number for the cable connection between the slot machine and the card installed in the MTSC associated with that specific slot machine. Part of the CMS slot machine address.
- Slot Location Zone Identifier - 50 character alpha numeric field. Casino floor section or area of slot machine location.

- Slot Location Bank Identifier - 50 character alpha numeric field. Casino floor bank number of slot machine location
- Smoking Flag – 1 alpha character field. Identifies a smoking or non-smoking area on the casino floor. Y=yes smoking, N=no non-smoking.
- Electronic Table Flag - 1 alpha character field. Denotes electronic table games from standard slots. Y=yes, N=no. May be used in conjunction with the VLT configuration field.

DEFINITIONS:

- **AUTOMATIC RESET** - The slot machine which hit the jackpot must be reset by the key switch located on the outside of the slot machine in order for the link progressive unit to be reset. Only the slot machine involved in the jackpot locks up. No other keys are necessary.
- **EXTERNAL RESET** - External reset systems utilize a key switch which is externally mounted on the slot stand to reset the link progressive unit. Every slot machine in the link locks up when the jackpot occurs. In addition, the slot machine which hits the jackpot must be reset by the key switch located on the outside of the slot machine.
- **INTERNAL RESET** - Internal reset systems require access to a double lock compartment with keys held by two (2) different, independent departments in order to reset the link progressive unit. Every slot machine in the link locks up when a jackpot occurs. In addition, the slot machine which hit the jackpot must be reset by the key switch located on the side of the slot machine
- **EGD** – Stands for Electronic Gaming Device
- **CITL** – Stands for Certified Independent Test Lab
- **VLT** – Stands for Video Lottery Terminal (CMS abb for EGD)

Appendix C: Example



Slot Change Form #

M18-001

To: *Senior Agent of Property*

From: *Licensee's person in charge of slot move*

Date: *1-03-2018*

Subject: *Removal of theme and a transfer of progressive liability*

The XXXXXXXX Casino is requesting the authorization of the IEB to make the following changes beginning on XXXXX and until complete:

Yes Slot Machine Movement

- Relocation of Existing Slot Machines on the Casino Floor _____
- Relocation from a Storage Location to the Casino Floor _____
- Relocation from the Casino Floor to a Storage Location Yes
- Installation of New Slot Machines to the Licensee's Casino Floor (Shipment) _____
- Removal / Transport of slot machines from the Licensee's Facility (Shipment) _____

✓ Type of Change (if any)

- Machine Theme Conversion _____
- Machine Theme Termination Yes
- Progressive Transfer Yes
- Percentage Change _____
- Denomination Change _____
- Other Machine Modification Yes

Description of Modification:

The XXXXXXXX Casino is requesting the four (4) Betty Bop progressive SA at location A1 bank be discontinued and will be replaced with the theme Jessica Rabbit link progressive placed in the same location. This will cause the transfer of the 5 level progressive to be transferred to a similar unit on the casino floor. There will be no Betty Bop progressive units left on the casino floor after this request.

This request necessitates the following changes:

Betty Bop is an underperforming unit that will be replaced with a new theme.



*Investigations and
Enforcement Bureau*

Does the request involve Progressive Slot Machines?	Yes: ✓	No:
Does the request involve Merchandise or a Thing of Value?	Yes:	No: ✓
Will a RAM Clear be required?	Yes: ✓	No:
Will Game Options be Re-Programmed?	Yes: ✓	No:
EFT Enabled?	Yes: ✓	No:
Will an Emergency Drop be performed?	Yes: ✓	No:
Gaming Device Inspection Required?	Yes: ✓	No:

Gaming Device Breakdown, after the changes:

The machine breakdown, after the changes, is summarized below:

Example:

XXXXX casino's floor will have the following changes

A-01 will replace 4 underperforming SA themes with new software and become a new linked progressive. The liability of the five (5) level SA progressives for the four (4) units will be transferred to similar units on the floor due to theses being the last four (4) of their kind. The attachment provided shows current values of all four (4) five (5) level liabilities and where the XXXXXXX casino intends to place the liability.

No other changes will occur.

If progressive contributions are transferred please answer the following:

How many progressive levels are scheduled for transfer? ____ 5 ____

How many progressive levels are available in the new configuration? ____ 5 ____

What are the progressive contribution rates? .05, .025, .020, .015, .010,



Initial Approval

Senior Agent

1-03-2018

Notification received by:

Date

1-17-2018

Date of Change

For Official Use Only

Evidence Tape Intact (if applicable)? Yes: No: N/A: ✓

Slot Machine Inspection Required? Yes: ✓ No:

CCTV Inspection Required? Yes: ✓ No:

Approval for Change:

Senior Agent

IEB or Designee

1-03-2018

Date



Investigations and
Enforcement Bureau

Section to be handled and filled out by Licensee

Certification of Licensee

Progressive Amounts Recorded?	Yes:	No:	N/A:	_____
				Slot Technician or designee Title Date
Were there any overflow pools?	Yes:	No:	N/A:	_____
				Slot Technician or designee Title Date
Was the NOC called prior to disabling?	Yes:	No:		_____
				Slot Technician or designee Title Date
Cash Boxes Removed/Replaced?	Yes:	No:		_____
				Cage or Slots designee Title Date
Cash Boxes Transported to/from Count room?	Yes:	No:		_____
				Cage or Security designee Title Date
Any locks Installed/Removed?	Yes:	No:	N/A:	_____
				Locksmith or Security designee Title Date

Certification of Completion and Slot Machine Readiness: Slot Shift Manager or Designee 01-18-2018

Slot Shift Manager or Designee Date

**In signing off on this certification the licensee is stating that any and all settings, signatures, liabilities, transfers, approvals, and paper work has been completed at the time of this request.*



CERTIFICATION OF SURVEILLANCE

I hereby certify that I have reviewed the blueprint depicting the proposed locations for the progressive slot machines requested herein and that the camera coverage for those locations is adequate to afford proper surveillance.

Prior to the machines being opened for play, I will perform the necessary inspections to support my certification.

Surveillance Manager or Designee *01-18-2018*

Director Surveillance / CCTV or Designee Title Date

For Official Use Only

CCTV Coverage Reviewed and
Verified By:

Senior Agent *01-18-2018*

IEB or Gaming Agent Designee Date

Approval for Use:

Senior Agent *01-18-2018*

IEB or Designee Date

Attachments

C: MGC – Manager of Gaming Technology

IEB - Field Manager of Gaming Operations (or his designee)

IEB – Compliance Manager

IEB - Senior Supervising Gaming Agent

Slot Move	M18-001				Before	After
Unit from A1-01	Maxi	\$333.09	Unit to B1/01	Maxi	\$7,839.00	\$8,172.09
	Mega	\$1.15		Mega	\$5,319.09	\$5,320.24
	Major	\$1.57		Major	\$993.38	\$994.95
	Mini	\$0.97		Mini	\$161.45	\$162.42
Unit from A1-02	Maxi	\$458.50	Unit to B1/04	Maxi	9454.91	\$9,913.41
	Mega	\$3.30		Mega	3765.25	\$3,768.55
	Major	\$0.17		Major	1437.66	\$1,437.83
	Mini	\$0.34		Mini	402.48	\$402.82
Unit from A1-03	Maxi	\$356.69	Unit to D1/01	Maxi	9461	\$9,817.69
	Mega	\$0.00		Mega	6302.06	\$6,302.06
	Major	\$0.00		Major	997.03	\$997.03
	Mini	\$0.00		Mini	156.68	\$156.68
Unit from A1-04	Maxi	\$388.89	Unit to D1/06	Maxi	8780.31	\$9,169.20
	Mega	\$2.20		Mega	4280.31	\$4,282.51
	Major	\$0.22		Major	978.6	\$978.82
	Mini	\$0.02		Mini	175.06	\$175.08