

FORM GC-13NP INSTRUCTIONS

The Machine Entry Access Log (MEAL) is used to record all access into the gaming machine per the Minimum Internal Control Standards (MICS). The licensee shall maintain a MEAL for each gaming machine. A MEAL shall be maintained inside each gaming machine at all times.

Column:

- Date - Date of access
- Time - Time of access
- Signature - Signature of authorized person to access machine
- KA#/WP# - Key Permit or Work Permit number of authorized person to access machine
- Access Codes - Enter code(s) from top section to identify reason(s) for entry
- Description - Enter detailed description if the Access Code is number "24 Other"

Once the MEAL is completed, it should be removed and deposited in the accounting lock box for the Gaming Accountant to file. The completed MEAL shall be kept in a separate file and filed with the gaming paperwork. A new MEAL shall be put in the gaming machine.

STATE OF NEW MEXICO

GAMING CONTROL BOARD



GC-13NP MACHINE ENTRY ACCESS LOG (MEAL)

Licensee/License Number: _____

Must be completed each time the gaming machine is accessed (not required for first entry of the scheduled drop).

Serial #: _____

Asset/Machine: _____

ACCESS CODES

- | | | | | |
|------------------|----------------------|-----------------------|-----------------------|---------------------------|
| 1. Paper jam | 6. Coin stuck | 11. Short pays | 16. Reels not indexed | 21. Reset Problem |
| 2. Hopper fill | 7. Coin-in reverse | 12. Doesn't pay | 17. Pit | 22. Program Meter Problem |
| 3. Hopper jam | 8. Won't accept coin | 13. Coin out time out | 18. Tilt & code | 23. Emergency Drop |
| 4. Meter reads | 9. Steals coin | 14. Replace Acceptor | 19. Handle Problem | 24. Other (describe) |
| 5. Coin in chute | 10. Overpays | 15. Runaway | 20. Replace lights | |

#	Date	TIME	SIGNATURE	KA#/WP#	ACCESS CODES	DESCRIPTION (IF OTHER)
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
21						
22						
23						
24						
25						