

FORM GC-03NP INSTRUCTIONS

This form is completed by licensees with ticket printers and hopper machines. It is completed by the Gaming Cashier for each shift and is used to reconcile the cash drawer. At the end of each shift, the Gaming Cashier shall total all applicable columns on this form. It is attached to the GC-01NP Cashier Inventory and GC-02NP Cashier Reconciliation and forwarded to the Gaming Manager for review.

Column:

- Date of Jackpot/Ticket - The date jackpot hit and paid or the date printed on payout ticket
- Gaming Machine # - The gaming machine # printed on the jackpot payout or payout ticket
- Voucher Number or Ticket Authorization Number - The voucher number or authorization number printed on the payout ticket
- Jackpot Payout Amt. or Payout Ticket Amt. - Amount of the jackpot payout or amount of the payout ticket
- Ticket Validated? - Enter Yes, No or N/A if ticket was validated through the site controller
- W-2G issued? - Enter Yes, No or N/A if jackpot payout/payout ticket required issuance of a W-2G
- Verification of Winnings of \$1,200 or More completed? - Enter Yes, No or N/A if a "Verification of Winnings of \$1,200 or More" form was required and completed
- Hopper Fill Amount - Enter amount of hopper fill (if applicable)



GC-03NP PAYOUT/FILL SUMMARY

Licensee:			Cashier Signature:			Shift:		Date:	
#	Date of Jackpot/Ticket	Gaming Machine #	Voucher Number or Ticket Authorization Number	Jackpot Payout Amt. or Payout Ticket Amt.	Ticket Validated (if applicable) (Y/N)	W-2G Issued? (Y/N)	Verification of Winnings of \$1,200 or More Completed (Y/N)	Hopper Fill Amt. (if applicable)	
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25									
SUB-TOTAL:							Total Hopper Fills:		
LESS: PAYOUTS PAID BY CHECK:							Gaming Accountant Use Only:		
Total Payouts:							Amounts Reconciled _____		
							Verified to IS Report _____		
							Tickets Verified _____		
							Gaming Accountant Signature _____		

Y = Yes
 N = No
 N/A = Not Applicable