

**WAC 230-15-735 Keeping employee licensing records.** (1) Licensees must keep a records system on the business premises that ensures all applicable employees have met licensing requirements. The records must include:

- (a) Employees' names;
- (b) Gambling license numbers;
- (c) Gambling license expiration dates; and
- (d) Photocopies of all current employees' licenses.

(2) Licensees must keep copies of the applications of all employees who have applied for, but have not yet been issued, a license. The records must include:

- (a) Temporary employment authorization;
- (b) Documentation that the employee has made the required license or transfer fee payment; and
- (c) Proof that the employee has followed the ten-day waiting period, if applicable.

(3) Licensees must notify us if a card room employee does not receive a license within sixty days of employment.

[Statutory Authority: RCW 9.46.070. WSR 07-09-033 (Order 608), § 230-15-735, filed 4/10/07, effective 1/1/08.]