

WAC 230-15-495 Opening tables. Licensees must clearly mark the outside of the chip tray with the gambling table number which it matches. When opening gambling tables, house-banked card game licensees must follow these steps:

- (1) A floor supervisor must unlock the table inventory container (chip tray) and take out the table inventory slip (opener); and
- (2) The floor supervisor and the dealer assigned to the gambling table must:
 - (a) Count the contents of the chip tray; and
 - (b) Verify the count against the opener; and
- (3) The dealer and the floor supervisor must then sign the opener, confirming the information on the opener is correct; and
- (4) The dealer must immediately deposit the opener in the drop box attached to the gambling table; and
- (5) If there is any discrepancy between the amount of gambling chips and coins counted and the amount of the chips and coins recorded on the opener:
 - (a) The floor supervisor must report immediately to the shift manager, if on duty or when the manager arrives; and
 - (b) The floor supervisor on duty must complete and sign a notification of error slip; and
 - (c) The dealer and security must verify and sign the notification of error slip; and
 - (d) Security must transport the duplicate of the notification of error slip to the accounting department or the cashier's cage; and
 - (e) The dealer must drop the original notification of error slip in the drop box attached to the gambling table; and
 - (f) The accounting department must keep a copy of the notification of error slip in a log in the format we require; and
 - (g) Licensees must notify us within twenty-four hours of errors of two hundred dollars or more, or if there is a pattern of shortages.

[Statutory Authority: RCW 9.46.070. WSR 07-09-033 (Order 608), § 230-15-495, filed 4/10/07, effective 1/1/08.]