


MISSISSIPPI GAMING COMMISSION
GAMING DEVICE MODIFICATION REQUEST

LICENSEE: _____ Document Number _____

Amendment Number _____

AMENDMENT			
Receipt		Installation	
Removal		Conversion	
Relocation		Upgrade	
Other		Ram Clear	

Requested Date of Action: _____

Date to be Completed by _____

Licensee: _____

Requested By: _____

Fax Number: _____

MFGR	SLOT SERIAL NUMBER	GAME/FLASHCARD/ EPROM ID Number	SIGNATURE	LOCATION	Progressive		STATUS	
					Yes	No	P	F

Comments: _____

Mississippi Gaming Commission Use ONLY

APPROVED YES NO

MGC NUMBER _____ AGENT: _____

MGC ACTIONS		LICENSEE ACTIONS		VERIFY PROGRESSIVE METERS	
Surveillance Inspection		Surveillance Inspection		Date:	_____
Serial Number Verification		Serial Number Verification		Ending	_____
EPROM/GAME Verification		EPROM/GAME Verification		Beginning	_____
Verify CPU Locked		Coin/Bill Test		Difference	_____
		Remove CPU			
		Remove Cash Box			

Special Instructions: _____

Actions Completed by MGC Agent: _____

Actions Completed by Licensee Rep.: _____

Surveillance Rep.: _____



MISSISSIPPI GAMING COMMISSION
PROCEDURES FOR GAMING DEVICE FIRMWARE VERIFICATION

1. The attached "Gaming Devices Firmware Verification Request", which shall also be available on the MGC website at www.mgc.state.ms.us, shall be completed by the property and forwarded to the local MGC Enforcement Office prior to the requested action. This form shall be used to request receipt, removal, relocation, modification, conversion, new installation or ram clear. All required information must be included on the request form or the request will be denied.
2. The local MGC Enforcement Office shall review the requested date of action. Every attempt will be made to accommodate the date requested. The local MGC Enforcement Office shall note on the request form the approved date and fax a copy to the property. Upon receipt of MGC's approval, the property is authorized to begin the actions as indicated in the "Licensee Actions" section on the returned form. If MGC so approves, the following minimum procedures must be followed.
 - (a) Slot personnel will notify the Surveillance Department prior to entering the gaming device. If actions can be completed at the gaming device, Surveillance shall monitor all activity.
 - (b) If security tape is utilized, slot personnel shall follow internal procedures to break and replace tape, as needed.
 - (c) If necessary, the CPU/storage media will be removed from the gaming device and transported to the designated slot technical area under surveillance coverage.
 - (d) In the event the EPROM ID label is rendered un-readable, a new label must be affixed to the EPROM prior to installation into a gaming device. The new label must contain all information noted on the original label with the additional notation that the label is a replacement. No handwritten labels will be allowed.
3. Gaming devices must be prepared for verification in accordance with the following procedures:
 - (a) Gaming devices must be configured to include at a minimum the following: proper communications address, hopper/credit limits, denomination, bill validator options, time and date (if applicable), percentage model, etc.
 - (b) Gaming devices must be functionally checked and verified for proper operation. This verification shall include, but is not limited to, the following: correct glass, reel strips, button panels, all door locks installed, etc.
 - (c) Gaming devices shall be verified for proper communication with the Slot Monitoring System in accordance with the property's approved internal controls.
4. On the scheduled date, the property must have the devices prepared for verification in accordance with the procedures set out herein.
5. The property may request that a scheduled verification be rescheduled or cancelled by notifying the local MGC Enforcement Office **in writing** at least twenty-four (24) hours prior to the scheduled date. The property must submit a **new request** for verification if desired at a later date once a cancellation is received by the MGC.
6. Once completed or cancelled, sign and return the form by e-mail or facsimile.
7. The procedures set forth herein are in addition to any other procedures that may be required under the property's approved internal controls or MGC Regulations.

**INSTRUCTIONS FOR COMPLETING THE
GAMING DEVICE FIRMWARE VERIFICATION REQUEST**

- Licensee: Name of casino
- Document #: Unique tracking number generated by licensee
- Amendment #: Tracking identifiers used to identify any amendments to previously approved documents
- Request: Please indicate which actions are requested: receive, remove, relocate, install, convert, upgrade, or ram clear. If the document has been amended, a mark should be placed next to AMENDMENT.
- Date of Action: Date Licensee proposes to begin actions specified on the cover sheet
- Date Completed: Date Licensee proposes work will be completed and document returned to MGC
- GAMING DEVICE INFO: Manufacturer Name
Serial Number of Gaming Device
EPROM/GAME/FLASHCARD Identification Number
Signature of EPROM/GAME/FLASHCARD verified
Attach separate document for signatures with more than 8 characters
Location Number assigned by Licensee on gaming floor
Progressive: Is this a progressive gaming device
Status P/F: did the gaming device Pass or Fail verification
- MGC Number: Completed by MGC for billable slot modifications
- APPROVED: To be completed by MGC Field Office Agent when request is Approved and scheduled for verification process or Denied if request is incomplete.
- ACTIONS: MGC Field Office Agent will indicate which actions are to be completed by either MGC Agent or Licensee.
- SIGNATURES: Personnel involved in the completion of the actions assigned by MGC Agent and Licensee Representative. Once the actions are complete and the document has been signed, the completed Request will be e-mailed or faxed back to the MGC Local Enforcement Office in the respective district.

SUPPLEMENTAL

An additional document, MGC Form 9.0.1A, has been supplied in order to accommodate your request of more than ten (10) firmware verifications.

Please include the following information when completing the supplemental.

- Licensee: Name of casino
- Document #: Unique tracking number generated by Licensee