



## Work Orders Process

### **RAM Clears by facilities NOT IN THE PRESENCE of an Inspector:**

Facility licensed technician completes form MGCB-2500 from our website for their facility (fill in), print the form and RAM clears.

RAM clear is completed, and all information associated will be documented which may include:

- FBMS printout showing time and date of RAM clear,
- MGCB-2600 slot change log, or
- Progressive jackpot amounts.

Facility drops off form at state office or emails a copy to inspectors on the form after RAM clear.

An inspector will verify the information and seal the machine.

Inspector signs form, scans and files in shared drive under work orders specific to the facility and tracking number assigned.

### **RAM Clears WITH INSPECTOR PRESENT:**

Facility licensed technician completes form MGCB-2500 from our website for their facility (fill in), prints the form.

Technician and inspector complete the RAM clear, and all information associated will be documented which may include:

- FBMS printout showing time and date of RAM clear,
- MGCB-2600 slot change log, or
- Progressive jackpot amounts.

#### **Note: installs and conversions may require bill testing**

The machine will be sealed.

The signatures of the Tech and Inspector are applied and the inspector scans and files in shared drive under work orders specific to the facility and tracking number assigned.

**At the request of the facility, reviewed and completed forms can be emailed to them.**