

Retention and Destruction of Redeemed Slot Coupons  
Accounting and Internal Controls

Proposed Amendments: N.J.A.C. 19:45-1.8

Authority: N.J.S.A. 5:12-63, 69, 70, 99 and 100

Calendar Reference: See Summary below for explanation of exception to calendar requirement.

Submit written comments by March 19, 2011 to:

James E. Fehon, Director  
Compliance Division  
Casino Control Commission  
Arcade Building  
Tennessee Avenue and the Boardwalk  
Atlantic City, N.J. 08401

The agency proposal follows:

**Summary**

The Commission recently reduced the required retention period for redeemed, verified and cancelled gaming vouchers from 6 months to seven days, and also permitted them to be destroyed immediately once the casino controller has verified that all audits have been completed. See N.J.A.C. 19:45-1.8(c)6 and (c)9ii.

This proposal would apply those reduced time limits to coupons redeemed at slot machines. See proposed N.J.A.C. 19:45-1.8(c)6 and (c)9ii. The proposal would also eliminate any retention period for an unused coupon that has expired, and would permit a casino licensee to destroy such a coupon without any notice, once the casino controller has verified that all required audits have been completed. See proposed N.J.A.C. 19:45-1.8(c)11xxiv.

Additionally, N.J.A.C. 19:45-1.8(c)ii is being updated to reference the recent amendment of N.J.A.C. 19:45-1.46B, which permits a coupon that is redeemed at a slot machine to be verified and electronically

cancelled by a gaming voucher system, and to reference the audit required for a coupon by N.J.A.C. 19:45-1.46.

This notice of proposal is not required to be referenced in a rulemaking calendar since a public comment period of 60 days is being provided. See N.J.A.C. 1:30-3.3(a)5.

**Full text** of the proposal follows (additions indicated in boldface **thus**):

19:45-1.8 Retention, storage and destruction of books, records and documents

(a) – (b) (No change.)

(c) All original books, records and documents shall be retained by a casino licensee in accordance with the following schedules. For purposes of this subsection, "original books, records or documents" shall not include copies of originals, except for copies which contain original comments or notations or parts of multi-part forms.

1. - 5. (No change.)

6. The following original books, records and documents shall be retained by a casino licensee for a minimum of six months:

i. Except as provided in **(c)9ii or (c)11xxiv** below, coupons entitling patrons to cash, slot tokens, gaming chips or plaques or simulcasting wagers, progressive wager coupons or match play coupons, including unused, voided and redeemed coupons;

ii. - xv. (No change.)

7. - 8. (No change.)

9. The following original books, records and documents shall be retained by a casino licensee for a minimum of seven days and may be destroyed without the notice required by (f) below unless the Commission or Division directs otherwise pursuant to (g) below:

i. (No change.)

ii. Gaming vouchers **and coupons** redeemed at slot machines pursuant to N.J.A.C. 19:45-1.54 **and 1.46B**, and which have been verified and electronically cancelled by the gaming voucher system **or other approved method**; provided, however, that if the casino controller has verified that all audits have been completed pursuant to N.J.A.C. 19:45-1.54(h) **and 1.46 respectively**, such gaming vouchers **and coupons** may be destroyed immediately upon the casino controller's verification;

iii. - iv. (No change.)

10. (No change.)

11. The following original books, records and documents do not have to be retained by a casino licensee for any minimum period of time and may be destroyed without the notice required by (f) below:

i. - xxiii. (No change.)

xxiv. Any coupon issued and mailed or otherwise given to a patron and subsequently returned unused to the sender, **and any expired unused coupon**, provided that all reconciliations required pursuant to N.J.A.C. 19:45-1.46 and the casino licensee's approved internal controls have been conducted and resolved, and that any coupons with unresolved discrepancies are retained in accordance with (c)6i above.

(d) - (i) (No change.)