



Sac & Fox Gaming Commission
SAC & FOX TRIBE OF THE MISSISSIPPI IN IOWA
1504 305TH Street, Tama Iowa 52339
(641) 484-1450 ♦ (800) 728-4263 ♦ Fax: (641) 484-1681
E-mail: gamecomm@meskwaki.com

Shipping Requirements

For shipments of Gaming equipment and related software to Meskwaki Bingo • Casino • Hotel

Shipping Notifications:

A five (5) calendar day advanced notice on all gaming devices and related software is required

*it is possible to get a waiver by contacting: (*see: Shipping Notifications are sent to*)

Shipping Notifications are sent to:

Contact name and title: Mark Buffalo, Lead Compliance Officer (e-mail) mark.buffalo@meskwakigc.com
Gaming Agency Name: Sac & Fox Gaming Commission
Address: 1504 305th Street
City, State and Zip: Tama, Iowa 52339
Phone: 641-484-1450
Fax: 641-484-1681
E-mail: shippingnotice@meskwakigc.com

*Shipping Notifications **must** be sent by E-mail and Facsimile (FAX)

What is required to be included in the Shipping Notification?

- Machine Notification Form (Quantity of games, EPROM(s), Serial numbers, Game description, Printer & Bill acceptor firmware version, any progressive related firmware version(s))
- Truck Seal Number(s)
- GLI Approval Letter(s) ex. GLI, BMM
- PAR sheet(s)

Boards / EPROMS / Software

Boards can be shipped in the gaming equipment

EPROMS / Software storage devices must be shipped separately (*this includes software for new machines, Conversions, replacement software and Upgrades. Storage devices such as Compact Flash Cards, USB Flash Drives, CDs/DVDs and EPROMs are examples of software storage devices.*)

A packing list is required to be attached to the out side of the shipping packet
(In addition to the packing list enclosed within the package)

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Shipping Regulations

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EPROMS / Software must be addressed and shipped to:

Same as Shipping Notifications (*see above*)

Preferred shipping methods for EPROMS / Software:

United Parcel Services (UPS)

Federal Express (FEDEX)

Machine(s) / Parts shipping

With our Shipping Requirements met, machine(s), Parts and other gaming equipment can be shipped directly to the appropriate gaming department. (*This of course excludes EPROMS / Software*)

Transportation Requirements for EGM(s) (Electronic Gaming Machines):

All accessible doors to the vehicle need to be sealed

**A Gaming Commission employee must be present to verify the seal before it is broken

Driver needs to possess a copy of the following documentation:

- Move Notification (*includes number of machines, serial numbers shipment departure/arrival dates, truck seal number(s) and freight carrier information*)
- Bill of Lading