

GAMING COMMISSION
REGULATIONS

ESTABLISHING PROCEDURES FOR
THE AUTHORIZATION

OF COMPLIMENTARY SERVICES,
ITEMS AND

CASH GIVEAWAYS

Coyote Valley Gaming Commission

Coyote Valley Band of Pomo Indians

Chapter 19

PROCEDURES FOR
AUTHORIZATION

Sections:

- 19.010 Authorization and Issuance.
- 19.020 Delegation of Authority.
- 19.030 Conditions and Limits.
- 19.040 Preparation of Reports.
- 19.050 Audit Procedures.
- 19.060 Restrictions.

Section 19.010. Authorization and Issuance. The Gaming Commission shall require the gaming operation to comply with procedures for the authorization and issuance of complimentary, items and giveaways which include cash and non-cash gifts.

Section 19.020. Delegation of Authority. The Coyote Valley Casino

General Manager shall be responsible for delegating Casino employees' authority to provide customers and patrons with complimentary services, items and giveaways. All cash giveaways must be submitted to the Gaming Commission for approval in a written plan prior to the plan being implemented.

Section 19.030. Conditions and Limits. All cash and non-cash gift giveaways shall be limited to customers that utilize the gaming enterprise for gaming purposes. All Cash giveaways shall be limited to drawings established through a written schedule of times and dates. All cash drawing promotion plans must be submitted twenty (20) days prior to the beginning of the promotion in writing to the Gaming Commission. The Gaming Commission must respond to the request in writing no later than ten (10) days after receipt of the plan, whether the plan meets all requirements set forth in this Chapter.

Section 19.040. Preparation of Reports. All authorized Casino personnel responsible for complimentary services, items, and cash giveaways shall prepare reports that include the following information for all complimentary services, items and cash giveaways that exceed \$10.00:

1. The name of the person who receives the complimentary service, item or giveaway;
2. The name(s) of the

employee(s) who issued and/or authorized the complimentary service, item or cash giveaway;

3. The actual cash value of the complimentary service, item or cash giveaway;

4. The type of complimentary service, item or cash giveaway (i.e., food, beverage, gift cash, etc.); and

5. The date the complimentary service, item, or cash giveaway was issued or received.

Section 19.050. Audit Procedures.

The Accounting department shall review the reports required under this Chapter each month or if required by order of the Gaming Commission weekly. These reports shall be made available to the Gaming Commission upon request.

Section 19.060. Restrictions.

All members of the Tribal Council, all officers of the Tribe, all members, officers, agents or employees of the Coyote Valley Gaming Commission, and all Casino personnel are restricted from entering, or receiving any item, cash and non-cash giveaways, except complimentary non-alcoholic beverages or any complimentary services other than check-cash and ATM services authorized under this Chapter. No alcoholic beverages shall be given away by the Casino or any Casino personnel.

CERTIFICATION

The foregoing Chapter was adopted at a special meeting of the Coyote Valley Gaming Commission held on February 1, 2006, by the following vote:

AYES: 3
NOES: 0
ABSTAIN: 0
ABSENT: 2

Chairman of the Gaming
Commission

ATTESTED:

Secretary of the Gaming Commission