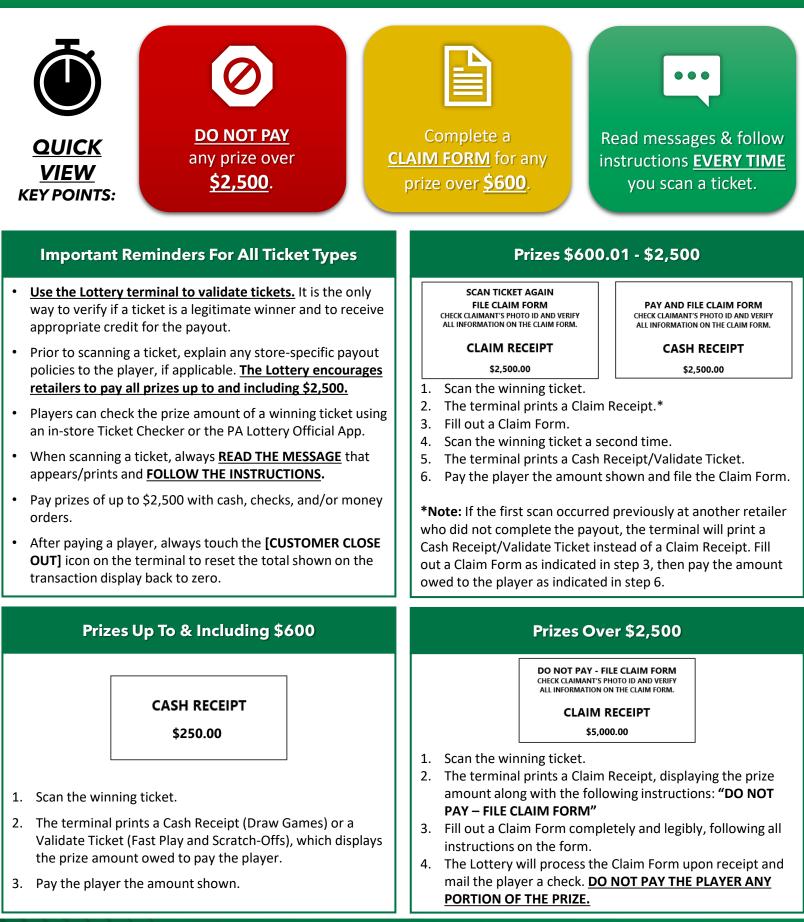
# **PAY/CLAIM PROCEDURES** QUICK REFERENCE GUIDE

OTTERY





This Quick Reference Guide is provided as general guidance for retailers. It does not take the place of the official rules or how to play instructions found at palottery.com. Players must be 18 or older. Please play responsibly. Problem Gambling Helpline: 1-800-GAMBLER (1-800-426-2537)

## **Reports to Track Pays/Claims**

The Wave terminal provides a variety of reports to track pays and claims for all types of tickets.

#### **Reports Include:**

- Daily/Weekly Activity
- Xpress Games Daily/Weekly Activity
- Weekly Settlement/Combined Weekly Settlement
- Daily/Weekly Pays

## Prizes Up To & Including \$600:

Payouts appear in the **Pay** section of all activity and settlement reports.

#### Prizes \$600.01 - \$2,500:

First Scan (Claim Receipt): An entry appears in the Claim (Pay) section without a dollar amount.

Second Scan (Cash Receipt/Validate Ticket): Payouts appear in the Pay (Claim) section.

**Note:** If another retailer previously completed only the first scan and you perform the second scan and receive a Cash Receipt/Validate Ticket, your reports will not capture information under the Claim portion. Instead, it will only appear in the totals under payouts.

### Prizes Over \$2,500:

An entry appears in the **Claim Only** section without a dollar amount.

**Note:** All pays/claims are separated into either the **ONLINE** or **INSTANT** section of the reports, depending on ticket type.

- Draw Game and Fast Play pays/claims are listed in the ONLINE section.
- Xpress Games pays/claims are listed separately in the Xpress Games Daily/Weekly Activity reports but are grouped into the ONLINE section in the Weekly Settlement/Combined Settlement reports.
- Scratch-Off Game pays/claims are listed in the INSTANT section.

# Additional Pay/Claim Information

#### **DRAW GAMES:**

- Winning tickets are valid up to one year from the draw date.
- Exchange Ticket: Players who cash a ticket for a prize on a multi-draw ticket that still has draws remaining receive an Exchange Ticket for the remaining draws. *Give this ticket back to the player.*

SCRATCH-OFFS: Winning tickets are valid up to <u>one year</u> from the announced <u>end-sale date</u> posted on palottery.com.

FAST PLAY GAMES: Winning tickets are valid up to one year from the date purchased.

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	March 30 11:02:47	, 2020	Retailer 999999
	SAMPLE RETAILER		
	WEEKLY ACTIVITY		
	WEEK#: 14		
	03/24/2020 to 03/30/2020		
-	ONLINE		
		ales	\$3,000.00
		ancel	\$0.00
		romo	\$0.00
	20 P	ay	\$200.00C
_	1 P	ay (Claim)	\$700.00C
	0 0	laim Only	
	<u> </u>	laim (Paý)	<b>.</b>
	0 V	oucher Issue	\$0.00
		oucher Redeem	\$0.00
	0 A	djustment	\$0.00
	Online Net		\$2,100.00
		loat Level	\$0.00
	F	loat Cash	\$0.00
		ettled	\$6,000.00
		eturns	\$0.00
	_	romo	\$0.00
		ay	\$500.00C
		ay av (claim)	\$2,000.00C
	1 0	ay (Claim) Claim Only Claim (Pay)	\$2,000.00C
		laim (Pay)	
	0 4	djustment	\$0.00
	UA	ajustment	\$0.00
	Instant Net		\$3,500.00
	9 0	ard Trans	\$75.00C
	1 6	ift Card	\$25.00C
		repaid	\$0.00
INSTANT	Non-cash Transactions		\$100.00C