Ticket Audit Sheet Instructions

1. You will be working with all the winning tickets which you have kept pertaining to this lottery licence.

2. Check each shift's winning ticket bundle to make sure the sellers are carrying out the verification rules ie. punching a hole through the winning tickets.

3. Sort the winning tickets into piles according to the serial number at the bottom of the ticket.

4. From each serial number, separate the ticket prize denominations.

5. Audit Each Serial Number

On your Audit Sheet (see attached), record the date, serial number and the number of winning tickets in each category in the designated columns. Leave three (3) or four (4) lines between each serial number.

6. Master Audit Sheet

On your Audit Sheet, record the date, serial number, and the number of winning tickets in each column. Extend the dollar amount in the last column and keep a running dollar balance. You now have the payout figure for this licence.

7. After your audit, place all winning tickets (except $1 winners - these may be torn in half and disposed of at this time) pertaining to each licence in an empty ticket box. Record on the box the date that the licence expired and the audit number ie. January 2011, Audit # 1. The winning tickets may be destroyed 90 days after the filing of your

Assistance

Customer Service, Arrow Games
(877) 983-7300
sales@arrowgames.com

TICKET AUDIT SHEET

Form # XR97 Cherries & Coins (AG91, 3800 Count)

Lottery Licence #									
Date	**Serial Number**	**$100**	**$50**	**$20**	**$10**	**$2**	**$1**	**Payout**	**Accumulated**
									Total

TICKET AUDIT SHEET

Form # XR98 Hot Shooter (AG91, 3800 Count)

Lottery Licence #									
Date	Serial Number	$200	$100	$50	$20	$10	$1	Payout	Accumulated
									Total

TICKET AUDIT SHEET

Form # XS01 Slammin' Slots (AG91, 3800 Count)

Lottery Licence #									
Date	Serial Number	$400	$100	$100	$50	$30	$1	Payout	Accumulated
									Total

TICKET AUDIT SHEET

Form # XS02 Ace King Queen (AG92, 4400 Count)

Lottery Licence #									
Date	**Serial Number**	**$100**	**$50**	**$30**	**$20**	**$10**	**$1**	**Payout**	**Accumulated**
									Total

TICKET AUDIT SHEET

Form # XS03 Giant Gems (AG92, 4400 Count)

Lottery Licence #									
Date	**Serial Number**	**$250**	**$100**	**$25**	**$20**	**$5**	**$1**	**Payout**	**Accumulated**
									Total

TICKET AUDIT SHEET

Form # 9139DB Cherry Casino (BN31, 2700 Count)

Lottery Licence #									
Date	Serial Number	$300	$100	$50	$25	$2	$1	Payout	Accumulated
									Total

TICKET AUDIT SHEET

Form # 9150DA Double Gold (BN31, 2700 Count)

Lottery Licence #									
Date	Serial Number	$100	$100	$20	$10	$2	$1	Payout	Accumulated
									Total

TICKET AUDIT SHEET

Form # 9716XH 100's Gone Wild (BN14, 7420 Count)

Lottery Licence #									
Date	**Serial Number**	**$100**	**$50**	**$25**	**$10**	**$5**	**$1**	**Payout**	**Accumulated**
									Total

TICKET AUDIT SHEET

Form # 9132XD Instant Payday (BN14, 7420 Count)

Lottery Licence #									
Date	**Serial Number**	**$500**	**$400**	**$100**	**$50**	**$10**	**$1**	**Payout**	**Accumulated**
									Total

TICKET AUDIT SHEET

Form # 9119XA World of Fortune (BN14, 7420 Count)

Lottery Licence #									
Date	**Serial Number**	**$1,000**	**$500**	**$100**	**$50**	**$10**	**$1**	**Payout**	**Accumulated**
									Total

TICKET AUDIT SHEET

Form # 9143BZ Reel Jackpot (BN14, 7420 Count)

Lottery Licence #									
Date	Serial Number	$500	$400	$100	$50	$10	$1	Payout	Accumulated
									Total

TICKET AUDIT SHEET

Form # 9154CC Double Diamond (BN14, 7420 Count)

Lottery Licence #									
Date	Serial Number	$1,000	$400	$100	$50	$10	$1	Payout	Accumulated
									Total

TICKET AUDIT SHEET

Form # 9172JB Hawaiian Flash (BN26, 16800 Count)

Lottery Licence #									
Date	Serial Number	$1,500	$500	$100	$50	$5	$1	Payout	Accumulated
									Total

TICKET AUDIT SHEET

Form # 9718JA Lots of Cash (BN26, 16800 Count)

Lottery Licence #									
Date	**Serial Number**	**$2,000**	**$1,000**	**$500**	**$100**	**$5**	**$1**	**Payout**	**Accumulated**
									Total

TICKET AUDIT SHEET

Form # 9713JA Top Heavy (BN26, 16800 Count)

Lottery Licence #									
Date	**Serial Number**	**$2,000**	**$1,000**	**$500**	**$100**	**$5**	**$1**	**Payout**	**Accumulated**
									Total

TICKET AUDIT SHEET

Form # _____ _____ (Tkt Type = _____, _____ Count)

Lottery Licence #								
Date	**Serial Number**						**Payout**	**Accumulated**
								Total