

Organization Name		
]		
Mailing Address		
City	State	ZIP Code
Business Phone	Cell Phone	

License No. G-Name of Gaming Manager **Date of Hire Record Check Completed** Date of Birth NOTE: Volunteer Gaming Managers are ☐ No Yes required to have a record check completed. **EMPLOYEE NAME** DATE OF DATE OF Check if JOB TITLE HIRE **BIRTH** Volunteer First Name, Middle Name, Last Name 1. 2. 3. 4. 5. 6. 7. 8. 9. 10. 11. 12. 13. 14. 15. 16. 17. 18. 19. 20. 21. 22. 23. 24.

INFORMATION:

- 1. For purposes of this form, the definition of an "employee" is:
 - a. A person who directly operates games on a site.
 - b. A person who is a shift or gaming manager
 - c. A person who is employed by a bar that is not operated by an organization, and who is authorized by an organization under subsection 4 of section 99-01.3-12-02 to withdraw currency or a drop box from a pull tab dispensing device.
 - d. A person who places a deal of pull tabs in a dispensing device, removes currency from the device, or reimburses a bar for redeemed pull tabs.
 - e. A person who is a member of a drop box cash count team.
- 2. List the employee's full name, including first, middle, and last. If an employee had a record check completed under a different name, indicate the name.
- 3. List the employee's job title. For example: Runner, Bingo caller, Dealer, Jar Operator, Count Team Member, etc.
- 4. List the date the employee was hired or started volunteering for the organization. If an employee had an employment gap for more than one year with the organization, list the most current re-hire date.
- 5. If an employee is not paid by the organization, check the volunteer box.