



## STATE OF MICHIGAN GAMING CONTROL BOARD GAMING LABORATORY

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### INSTRUCTIONS FOR SUBMITTING LABORATORY SOFTWARE OR HARDWARE SUBMISSION FORMS

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*The following list includes the minimum information required by the Michigan Gaming Control Board Gaming Laboratory for the approval of software or hardware requests as they relate to electronic gaming devices, computerized accounting systems, and any other systems or associated equipment as required by the MGCB.*

- All necessary MGCB forms.
- All current technical documentation for the submitted product including schematics, technical drawings, software and hardware descriptions, etc.
- Documentation on microprocessor or microcontroller utilized for device.
- All software source code listings and executables.
- Binary images of all compiled code.
- All "program storage media," such as EPROMS, CD's, hard drives, etc., including but not limited to main, personality, data table, graphics, sound and character generator software.
- Upon request, a compiler, or access to, for the purpose of building applicable code modules.
- A detailed written description of all aspects of operation, to include, but not limited to, the random number generator (RNG), pay evaluation routines, bonus features, rules of play, table layouts, etc.
- All source code, executables, and binary images for any programmable devices.
- Upon request, any specialized hardware or testing equipment needed to complete the evaluation, which may include an emulator for a specified microprocessor, PCs, extender cables for CPU board, target reel strips and door defeats.
- A representative prototype delivered to:

Michigan Gaming Control Board  
3062 W. Grand Blvd., Suite L-700  
Detroit, MI 48202-6062  
Phone 313-456-4215  
Fax 313-456-4220  
ATTN: Gaming Laboratory

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All software submission requests are to be documented and submitted separately on software submission forms. Individual hardware pieces may be submitted together on one hardware submission form if they are part of a kit or related to the same modification. Submission forms are listed below. If you need assistance in determining what forms you should use, contact the MGCB Laboratory Manager.

- Software Submission Form
- Hardware Submission Form
- Manufacturer Laboratory Submission Form – Associated Equipment

**All forms must be completed in their entirety.** Any items that are not applicable may be answered with N/A. The software and hardware submission forms can be altered if additional lines or space is needed.

On all attachments, identify the specific section to which the attachment refers. Additional information or submissions may be requested by the MGCB Lab in order to complete the evaluation.

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**GENERAL INSTRUCTIONS FOR SUBMITTING SOFTWARE**

<b>SOFTWARE SUBMISSION FORM</b>	
<b>Request Reference #</b>	Manufacturers internal reference number
<b>Requested by</b>	Company requesting approval
<b>Platform</b>	EGD model name or number.
<b>Game Theme</b>	The name of the submitted game.
<b>Submission Type</b>	What type of equipment the software will be used in
<b>Emergency ( YES / NO)</b>	Does this submission need immediate consideration for approval?
<b>Manufacturers ID #</b>	ID Number or name used to identify software as it will appear in the field
<b>Version</b>	Specific version or revision of the software, if applicable
<b>Function</b>	Functionality supported by device; i.e., BIOS, Boot, Graphics, Main, etc.
<b>Minimum Payback Percentage</b>	Mathematically demonstrated minimum payback percentage
<b>Maximum Payback Percentage</b>	Mathematically demonstrated maximum payback percentage
<b>Optimal Payback Percentage</b>	Maximum payback percentage expected for optimum bet and strategy
<b>Total Maximum Wager/Play</b>	Entered in credits, the maximum number of credits which may be wagered in total for one play of the device.
<b>Number of Reels</b>	Number of reels, video or stepper, if request involves a reel style game.
<b>Stops/Reel</b>	Number of stops per reel, if request involves a reel style game or number of cards per deck for card games.
<b>Maximum Jackpot Odds</b>	Odds of hitting the top award jackpot, or the most remote (specify) normalized to 1.
<b>Number of Lines</b>	The total number of lines available to bet
<b>Applied Date</b>	The date the submission was mailed to the MGCB
<b>Detailed Description of Modification</b>	Complete technical description of the modification to the device as well as the reasons the modification(s) is being requested.
<b>Authorized Signature</b>	Signature of the authorized company official attesting to the accuracy and completeness of the documentation to support the request.
<b>Date</b>	Date of signature must be included in order to process the form.

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**GENERAL INSTRUCTIONS FOR SUBMITTING HARDWARE**

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<b>HARDWARE SUBMISSION FORM</b>	
<b>Request Reference #</b>	Manufacturers internal reference number
<b>Requested by</b>	Company requesting approval
<b>Submission Type</b>	What type of equipment the software will be used in
<b>Emergency (YES/NO)</b>	Does this submission need immediate consideration for approval?
<b>Applied Date</b>	The date the submission was mailed to the MGCB
<b>Manufacturers Part #</b>	Part number, model number, or name used by manufacturer to identify component.
<b>Revision</b>	Specific version or revision of the hardware, if applicable.
<b>Specifications</b>	Description, functionality of specific component
<b>Detailed Description of Modification</b>	Complete technical description of the modification to the device as well as the reasons the modification(s) is being requested.
<b>Authorized Signature</b>	Legal signature, in blue ink, of the authorized company official attesting to the accuracy and completeness of the documentation to support the request.
<b>Date</b>	Date of signature must be included in order to process request.

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At the time these forms are received, it is required that they are complete and accurate in every aspect. Failure to disclose complete and accurate information could result in unnecessary delays in the approval process or disciplinary action from the Board.

Changes to any software or hardware must be documented and submitted to the lab for approval. No software or hardware may be distributed to a casino licensee without approval from the MGCB Lab.

If there are any questions regarding these instructions, please contact the MGCB Laboratory Manager at (313) 456-4222.