

MINI-BACCARAT

NEW DECKS

1. All decks will be opened at the table by the floor supervisor.
2. Spread the cards face-up on the layout for verification.
3. Place verified decks in the discard rack, staggering each deck.
4. After all decks have been verified, bring one deck out of the discard rack, inspect the back, riffle once and spread face down.
5. Repeat this procedure until four decks are spread on the layout.
6. Wash the decks.
7. Remove the remaining four decks from the discard rack and place the washed decks into the discard rack.
8. Repeat this procedure for the remaining four decks.
9. Call "Shuffle," and proceed with departmental shuffling procedure.

MANUAL SHUFFLE

1. The dealer will then wash the cards thoroughly into each other, all eight decks at once. The correct washing procedure is mixing the cards randomly in a clockwise then counter-clockwise motion.
2. After the wash is complete, the cards are split up and assembled into one stack.
3. The dealer will then fan five (5) groups of cards and re-stack them to ensure that all the cards are face down.
4. The stack will be split into two (2) equal stacks and each of those stacks will be split in half (4) stacks total.

GAME RULES

RULES: PLAYER

- If either the player or the bank have a total of 8 or 9 on the first two cards no further cards are drawn. The resulting hand is called a natural and the hand is over.
- If the player's total is less than or equal to 5 the player's hand draws a third card.

RULES: BANKER

When the PLAYER stands on 6 or 7, the BANKER will always draw on totals of 0, 1, 2, 3, 4, and 5, and stand on 6, 7, (8 and 9 are naturals).

When the PLAYER does not have a natural, the BANKER shall always draw on the totals of 0, 1 or 2, or observe the following rules:

- If the banks total is 3 then the bank draws a third card unless the players third card was an 8.
- If the banks total is 4 then the bank draws a third card unless the players third card was a 0, 1, 8, or 9.
- If the banks total is 5 then the bank draws a third card if the players third card was 4, 5, 6, or 7.
- If the banks total is 6 then the bank draws a third card if the players third card was a 6 or 7.
- If the banks total is 7 then the bank stands.

CARD DELIVERY

1. As soon as the first card leaves the shoe, announce, "No more bets." If a late bet is made politely set the bet back and inform the player that bets cannot be made after the first card leaves the shoe.
2. The first card out of the shoe must be the first card turned over.
3. The first card of the Player hand must always be on the right hand side of the second card of the Player hand.
4. A third card delivered to the Player hand is delivered to the right of the hand. A third card delivered to the Banker hand is delivered to the left of the hand.
5. All cards from a hand will be left on the table until all commissions have been marked.

6. Upon completion of a hand, pick up cards in order; Player hand, then Banker hand.
7. If the cut card appears in the window during a hand, announce that the next hand will be the last hand of the shoe.
8. If the cut card appears in the window before a hand has been played, announce that there are two more hands left in the shoe.

PAYING BETS

1. Bring all losing bets to the rack. Pay all winning bets and then put losing cheques into the proper tubes of the rack.
2. When breaking down bets to be paid, leave the bet broken down.
3. On multi-colored bets, break the bet down and announce the total to the player. Leave the bets broken down.
4. Be aware of cheques thrown in for commission.

HANDLING CHEQUES

1. Never slide or throw cheques. Only the index finger will be used to cut into payoffs. Thumb cuts are not permitted.
2. Always call out "Color coming in for the lady/gentleman in seat #___" **before** bringing in cheques for color. Place the amount to be changed on the front line of the proper commission box, unless it is an immediate transaction.
3. Passing cheques from one hand to the other is prohibited.
4. Do not take cheques directly from a player's hand. Politely ask the player to set the cheques down on the layout.
5. Pay all bets with "clean" cheques. Never pay with "dirty money."
6. Try to keep players in the denomination cheque they are betting.
7. Cheques will remain broken down when converting.

8. All non-working tubes will be capped with one clear plastic token.
9. \$1, \$5, \$100, \$1,000, and \$5,000 cheques will be cut down in units of five. The only exceptions are stacks of 6, 7, 8, or 9 cheques. When handling \$1,000 and \$5,000 checks, always prove the first stack of five cheques 2-2-1.

<i>Examples:</i>	1-5 cheques	one stack
	6	3 - 3
	7	3 - 3 - 1
	8	4 - 4
	9	4 - 4 - 1

10. \$25 and \$500 cheques will be cut down in units of four, with the only exception being 5, 6, or 7 cheques. When handling \$500 cheques, always prove the first stack of four cheques 2-2.

<i>Examples:</i>	1-4 cheques	one stack
	5	4 - 1
	6	3 - 3
	7	3 - 3 - 1

HANDLING CURRENCY

1. All currency transactions must be called out. Do not use the terminology "\$100 small" when changing \$100 that is not a hundred dollar bill.
2. Obtain the supervisor's approval for \$100 or more before the cheques come out of the rack.
3. Announce "Change only". Money cannot play at XXXXXXXXXX Casino.
4. Count currency face down except \$100 bills, which will be counted face up, in the work area and state the amount.
5. When changing a large number of bills of the same denomination, lay bills out in five vertical rows of five bills that slightly overlap. Lay \$50 bills in five vertical rows of four bills that slightly overlap.
 - When you have twenty-five bills (or twenty \$50 bills), get verification from the supervisor, gather the bills and place them face down in front of the drop box paddle. Only bundles of 25 (20 for \$50) bills will be gathered and placed in front of the drop box paddle. Any number of bills under 25 (20 for \$50) will remain laid out on the layout.

No cash is to be dropped until authorized by a supervisor to avoid violations. [REDACTED]

COMMISSION

1. Mark all commission with lammers and coins.
2. Convert commissions to the front line.
3. Collecting commissions is an integral part of the game. Commissions should be collected when the commission equals the player's average bet or at the end of the shoe, whichever occurs first.
4. When more than one player plays on a betting area only the seated player's commission will be marked in the commission box. All other commissions are to be taken out of the respective payoff before the payoff is given to the player.
5. Any questions involving commissions must be referred to a floor supervisor:

TIE BETS

1. The maximum Tie bet is 10% of table maximum.
2. The minimum Tie bet is the table minimum unless the player is also betting on the Banker or Player. On a \$10 or less game, the minimum Tie bet is \$1. On a \$15 or greater game, the minimum Tie bet is \$5. The tie bet may not include change.

MARKERS

1. When a player requests credit, upon approval from the floor supervisor, place lammers equaling the amount of credit requested on the front line of the commission box corresponding to the player's chair number.

2. Cut out the cheques and get approval from the floor supervisor before giving cheques to the player.
3. Upon receipt of marker documents, ensure all information is correct and that the player has signed the marker. The supervisor must present the entire marker document to you, not just the stub. Bring the lammers equaling the document amount from the commission box to the center of the layout.
4. Sign the Issue stub of the marker. Tear the Issue stub from the marker and drop it in the drop box. Remove lammers from layout.

REDEMPTIONS

1. When a player requests to redeem a marker, upon approval from the floor supervisor, take in the cheques and cut them down to verify the amount being redeemed.
2. Stack the cheques on the front line of the commission box corresponding to the player's chair number and place a lammer button equaling the amount of the redemption on top of the cheques.
3. Upon receipt of the redemption documents, ensure all information is correct, bring the lammers and cheques from the commission box to the center of the layout, and run down the cheques to verify the amount. The supervisor must present the entire redemption document to you, not just the stub.
4. Sign the Payment and Posting stubs of the redemption. Tear the Payment stub from the redemption and drop it in the drop box. Remove lammers from layout.

CALL BETS

1. When a player requests a call bet you must get approval from a floor supervisor.
2. Upon approval, place lammer(s) equal to the amount of the call bet on the front line of the commission box corresponding to the player's seat number.

3. Cut out cheques equaling the amount requested and place them on the bet the player has called.
4. If the player wins, pay the bet and then bring back the amount of the call bet to the commission box. Place the lammers on top of the cheques and announce, "Marker down." At this time, move the cheques off the front line.
5. If the player loses, remove the cheques from the player's betting area and request payment from player. The floor supervisor will intervene at this point.

GENERAL GAME PROTECTION

1. Always face forward on the game. Rounding is not permitted.
2. Ensure players' hands and cheques are not near the betting area.
3. Scan your layout. Know where the large bets are.
4. Inform your supervisor of any suspicious people and actions.
5. A player may request a free hand on occasion. Leave these decisions to the supervisor.
6. If a card is mistakenly drawn out of the shoe, but not exposed, the card is placed under the paddle until the next hand begins. This card then becomes the first card of the new hand.
7. Do not allow scorecards under the shoe or near the betting area.
8. Do not allow personal items (purses, cameras, newspapers, etc.) on the table.
9. Do not become involved in lengthy conversations with customers that could detract from your ability to handle the action.
10. After the "No more bets" announcement, bets cannot be accepted. If a bet is borderline, repeat the bet and chair number to the floor supervisor who will make the decision.
11. Ensure cards are dealt correctly and kept in proper order.
12. Ensure all transactions are completed before going on break.

TABLE LIMITS

1. Dealers are responsible for knowing and enforcing table maximums and minimums as indicated by the table limit signs.
2. If a bet appears to be over the posted table maximum, call out, "Cheques play to the limit" and wait for the supervisor's approval.
3. If there is any question or disagreement with the table minimum or maximum, call a supervisor immediately.
4. When a bet is less than the table minimum and is not noticed, pay or take as played. After the hand is completed, politely explain the table minimum to the player.
5. Table limits may be adjusted for certain high profile players. The supervisor will inform you when necessary.

COMMUNICATION

1. All relevant activity, including unusual or suspicious activity, should be brought to the supervisor's attention in a discrete manner.
2. Requests for markers, redemptions, commission reductions, call bets, and other issues should be passed on to the supervisor.
3. Alert the supervisor when the cut card appears.
4. Dealer's toke bets should be announced in a professional manner.
5. Discretely alert the supervisor about a player "going south" with cheques.
6. Alert the supervisor of any "over the shoulder" action.

GAME PACE

1. Deal at a pace that:
 - a. Gives players ample time to place bets.
 - b. Maximizes the number of hands per hour.
2. Complete all paperwork transactions as quickly as possible. Do not conduct any transactions during a hand.

DRAGON BONUS OVERVIEW

Dragon Bonus is identical to the casino game mini-baccarat with the exception of the Dragon Bonus wager. The traditional procedures of mini-baccarat are used, but Dragon Bonus incorporates additional betting circles (diamonds) to the layout. Dragon Bonus is a baccarat side bet that pays when the hand that is bet on is a natural winner, or when it wins by a margin of four or more points. The highest payout, 30 to 1, is for a non-natural that wins by nine points.

RULES OF PLAY

1. The Dragon Bonus wager(s) is made at the same time as the normal mini-baccarat wager.
2. The Dragon bonus wager can be from \$5 - \$200. Dragon Bonus wagers must be made in \$5 increments.
3. Dragon Bonus wagers must be placed prior to any cards being exposed.
4. The dealer will then deal the traditional baccarat hand according to house procedure.
5. When the hand is over the dealer will collect all losing Dragon Bonus wagers along with losing traditional baccarat wagers.
6. The dealer will then pay all winning bets from right to left. The dragon bonus bet will be paid right after you pay the traditional baccarat wager.
7. Notes on naturals:
 - a) Natural winners pay even-money on the Dragon Bonus bet.
 - b) In the event that a natural ties, the Dragon Bonus pushes.

DRAGON BONUS PAYTABLE

Win by 9 points*	30 to 1
Win by 8 points*	10 to 1
Win by 7 points*	6 to 1
Win by 6 points*	4 to 1
Win by 5 points*	2 to 1
Win by 4 points*	1 to 1
Natural Winner	1 to 1

- Non-naturals

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