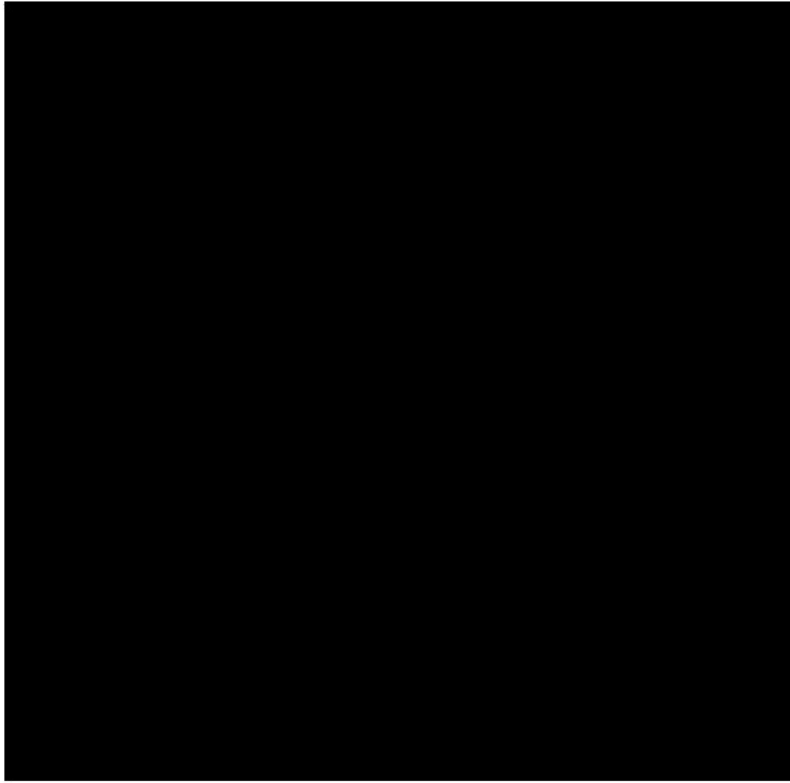




CRAPS

RESPONSIBILITIES OF A STICKPERSON

1. A set of at least five dice will be used on all crap games. Control of the dice is the responsibility of the Stickperson.
2. At the commencement of play, the Stickperson will offer the set of dice to the customer immediately to the left of third Base or the first player to approach the game. If that customer refuses to shoot, the Stickperson will offer the dice to each of the other customers, rotating clockwise around the table.
3. Once the shooter is identified and two dice are selected, the remaining dice will be returned to the dice bowl and placed in front of the Stick.
4. The customer shooting the dice must:
 - a. Place a *Pass Line* or *Don't Pass Line* bet (if shooting on another player's money, it must be placed in front of the shooter).
 - b. Use only one hand when handling/shooting the dice.
 - c. Throw the dice so they roll down the layout and strike the end of the table farthest from the shooter.
5. If a customer needs instruction on the proper way to throw the dice, the Stick or inside Dealer will instruct the player in a courteous, helpful manner. But do not delay the game pace.
6. The Stickperson will always hold the Stick in front of them. Never wave it around, carry it on your shoulder or use it to lean on.
7. When the dice come to rest on a valid roll, the Stick will call the total of the dice in a loud, clear voice. The dice will never be called until they have completely stopped. The dice will never be moved until they have been called.
8. Proper dice calls:
 - a. Call every number at least twice.
 - b. Call a professional and neutral game.
 - c. Promoting proposition bets is a must.
 - d. Use calls that the customer can understand (no slang calls).
 - e. No negative calls (never use the term loser).
9. The pace or speed of the game is very important and is a major factor in determining your proficiency and skill.

PACING THE GAME

1. Take care of the game and set the pace. Keep the game at a fast and even tempo, giving players enough time to make their bets.
2. Use common sense. Watch your layout, avoid running over your Base Dealers. When the Base Dealer is paying their last bet, start the dice moving out to the shooter.

3. New or slower players should be politely encouraged to play at a normal rate for that particular game. Floor Supervisors should be notified and have the final judgment in all cases.
4. All patrons who are not playing on the game should be politely asked to step back from the game. Make room for players, but do not discourage people from watching.
5. Your ability to follow the above points in a polite and courteous manner reflects on the professionalism you display.

Try to make all transactions easy to follow. There seems to be a great deal of misconception as to how to achieve speed on a crap game. Speed is not achieved by jerky, fast movements in which you finally run over yourself, the Floor Supervisor or the players. Speed is achieved by the application of smoothness, accuracy and adherence to procedure. The importance of clearly verbalizing transactions to your Box and Floor Supervisor and the players cannot be overemphasized. All bets must be repeated.

DUTIES AND GAME PROTECTION

1. The Stickperson is responsible for the dice and the proper shooting of the dice. Be firm but courteous when asking the shooter to hit the wall. Ex: Please try to him the end, sir.
2. When the dice are out of the middle, never take your eyes off the dice (there is a split second in which you watch the shooters follow through making sure that both dice have been thrown, and that the shooters hand is clear). There is no distraction that warrants losing sight of the dice when they are out of the box position.
3. If you do lose sight of the dice or you are skeptical that they are not [REDACTED] dice, bring them in immediately to be checked (even if it is for just a second, a player putting their drink on the rail, for example, bring the dice back in to be checked).
4. Things to watch for:
 - a. Shooter taking the dice outside the rail.
 - b. Shooter passing dice to another player.
 - c. Shooter changing the dice from one hand to the other.
5. Whenever the shooter requests the dice to be changed, a Floor Supervisor or Boxperson should check the dice that have been in use before being returned to the dice boat.
 - a. After a long roll the next shooter may request the same dice. This is acceptable, only after a Floor Supervisor or Boxperson has inspected the dice and found them to be in acceptable working condition.
 - b. Stickperson must always bring the dice on the outside of the layout. Never through the Dealers working area. When a dice must be touched always pick it up palm facing up and place it in front of the Boxperson.
6. When you clean up losing proposition bets, place the checks in front of the Boxperson. Never throw or place checks in the Base Dealer's layout. Higher denomination checks should be placed on the side of the paddle from which they came.
7. It is the Stick's responsibility to watch and verify all transactions on the side of the layout where the dice are called.

8. After the *Come Out* roll, the Stick must verify that the point has been correctly marked on both sides of the layout.
9. If a die is cocked on checks or against the rim of the table, the following guidelines will be used in deciding the call: The side opposite the side touching a stack or leaning on an object is the side to be called. If customers question the call, the Boxpersion and Floor Supervisor will also call the total. If the customers continue to be upset, listen for instructions from the Floor Supervisor before moving the dice.
10. The Base Dealer should never call the roll unless the Stick asks for assistance.
11. A roll of the dice shall be invalid or “no roll” when:
 - a. One or both dice go off the table.
 - b. One die lands on top of the other.
 - c. One or both dice land on top of the bankroll.
 - d. One or both dice land in the dice boat.
 - e. Both dice do not leave the shooter’s hand simultaneously.
12. If a die is shot off the table, dump the bowl and offer new dice to the shooter unless he / she immediately requests the same dice. If the same dice are requested, the Boxpersion should check them before being returned.
 - a. If one or both dice are shot off the table and cannot be found, the game should not be held up. Offer the remaining dice to the shooter.
 - b. It is the responsibility of the Stickperson to notify the Boxpersion that a die is down in order to ensure that it is returned to the table within a reasonable length of time.
13. The Stickperson must complete all work before leaving the game, and must also inform incoming Stickperson who the shooter is.

PROPOSITION BETS

1. When booking *proposition bets* take pride in your ability to book and pay props correctly. The Stickperson should be precise when placing the prop bets. If all bets are properly acknowledged and placed there will be little opportunity for claims or mistakes to happen.
2. Suggest prop bets, especially on the come out roll.
3. Repeat all prop bets loudly and clearly so that the player and the Boxpersion are aware of what and how much the bet is, EVEN IF THE BASE DEALER HAS BOOKED THE BET.
4. Prop bets should be placed on the layout in relationship to where the player is standing at the table. Every effort should be made to insure proper placement before the dice are given to the shooter. Once the dice leave the center of the table, keep your eyes on the dice. Do not try to set props up after the dice are out.
5. You are responsible for ensuring that all prop bets are within the table limits.
6. All proposition bet payoffs are to be paid in order from the Base to the Stick

7. Indicate the player to be paid with the Stick (DO NOT HIT THE TABLE) and tell the Dealer the amount of the payoff.
8. You are responsible for all the hardway bets that are off on any given roll and should mark such bets with an “off” button.
9. Once the table minimum has been satisfied, \$1.00 proposition bets will be accepted on any denomination crap table.

Buy – In and Color Change

1. When making change for currency;
 - a. Call out, “CHANGE”, in a clear audible voice. Place the currency in front of the Boxperson; complete one transaction at a time.
 - b. After the Boxperson calls out the amount, cut the change out in the come line.
 - c. Place change on the apron in front of the player, NEVER IN THE BETTING AREA.
 - d. When handing off change, DO NOT COVER CHECKS WITH THE PALM OF YOUR HAND.
2. When making change for checks:
 - a. Call out in a clear audible voice, “COLOR”.
 - b. After the Boxperson gives approval, bring checks in and place them in front of the Boxperson, doing one transaction at a time.
3. If a player requests bets to be made while change is being counted out, the bets will be called out and acknowledged by the Dealer.
4. Call bets cannot be accepted. However, if a player has sufficient cash or checks visible, the bet can be accepted at the Floor Supervisor or Boxperson’s discretion. If accepted:
 - a. Call out the bets.
 - b. Place cash or checks in front of the Boxperson.
5. Color Change:
 - a. After player requests a color change, call out, “COLOR CHANGE”, in a clear audible voice.
 - b. After receiving approval from the Boxperson, bring the color in to the Boxperson.
 - c. After the Boxperson verifies and calls out the amount, count out the checks in the come area and place them on the apron in front of the player.
 - d. Do not cover the checks with the palm of your hand when you are handing them off.
6. When making change for currency:
 - a. Place the currency in front of the Boxperson to count down.
 - b. Wait for the Boxperson to tell you the amount.
 - c. Cut the amount out in the come area hand hand off the checks to the player.

7. Check cutting:

- a. \$1, \$5, \$100 and \$1000 checks should be cut down in units of five (5), the only exceptions being 6, 7, 8 or 9 checks.

Examples:	1 – 5 checks	1 Stack
	6	3 - 3
	7	3 – 3 - 1
	8	4 - 4
	9	4 – 4 - 1
	10	2 stacks of 5

When handling \$100 and \$1000 checks, always prove the last stack of five (5) checks 2 – 2 – 1.

- b. \$25 and \$500 checks should be cut down in groups of four (4), the only exception being 6 or 7 checks.

Examples:	1-4 checks	1 stack
	5	4 - 1
	6	3 – 3
	7	3 – 3 - 1
	8	4 - 4
	9	4 – 4 - 1

When handling \$500 checks, always prove the last stack of four (4) checks 2 – 2.

TAKING AND PAYING

1. TAKE – PAY – PLACE: Always take what the house has won before paying or placing.
2. There are three exceptions to the TAKE – PAY – PLACE RULE:
 - a. Place bets will be paid after *Come* and *Don't Come* bets have been positioned.
 - b. *Don't Come* bets will be placed before *Come* bets are paid.
 - c. On a "Seven – Out", the losing bets in the Come boxes will not be picked up until all winning *Come* and *Don't Come* bets have been paid.
3. Field, Pass and Don't Pass bets will be paid from the Base toward the Stickman. Pay odds first, then the flat bet for each individual wager. The first bet should be paid with the outside hand. Do not total wagers on the pass line. The odds and the flat bet should be paid separately.
4. All other bets will be paid from the inside out starting with the player closest to the Stick and working toward the Base.
5. Size into all bets when possible.
6. Never slide or toss checks to the player.

7. Do not place change or payoffs in the player's hand or in the rail. Place checks on the apron of the layout with your outside hand, NOT IN A BETTING AREA.
8. All change, place bets, come bets and proposition bets are to be cut out in the come area, with each color hitting the come separately. The largest denomination check should be cut out closest to the Boxperson. Before stacking up and placing checks in front of the player, raise your inside hand slightly so the Boxperson can verify the amount of checks.
9. Come bets should be paid on the Come line in front of the player.
10. Don't Come and Lay bets should be paid in place, and then placed in front of the player.
11. Buy bets will be paid in order with the place bets. The vig will be collected when the bet is paid and placed in front of the customer.
12. The odds on Come bets on a come out roll of seven (7) should be placed on the Come in front of the number from which they came and then picked up by the Dealer and placed in front of the customer.
13. No proposition payoff should be paid to a player unless the Dealer is told to do so by the Stickperson.
14. If two players claim the same bet, inform the Boxperson of the situation and anything that will help him with the dispute, then abide by his/her decision.
15. Come bets should be paid from the outside in toward the Boxperson on a 7 or 11 roll.
16. Lay bets on the don't pass line should be placed before the flat bet and paid first.

TOTALS AND CONVERSIONS

DEFINITIONS:

Total: Combining two or more bets and making a lump sum payoff.

Color Conversion: Converting lower value checks to higher value checks.

Partial Conversions: Taking part of a player's bet to arrive at the payoff.

1. The general guidelines for payoffs, totals and conversions are:
 - a. To pay color for color UNLESS IT BECOMES ABSOLUTELY NECESSARY to either total or convert.
 - b. Totals, color conversions and partial conversions can be made with a Boxperson's approval.
 - c. When a player throws in checks to get a payoff to an even check unit, you may comply, but verbalize the transaction for all to hear (i.e., player throws in \$10 on a \$40 payoff to get two quarters, \$50).
 - d. When checks are cut down for a total or a conversion, the checks will be left cut down until entire transaction is complete.
 - e. Floor Supervisors and Boxpersons have the authority to allow the Dealers to deviate from general procedure under different circumstances.

2. The most important thing to remember while dealing any game is that it is a team effort between the Dealers, Floor Supervisors and Surveillance to protect the integrity of that particular game.
3. Dealers will deal CLEANLY and CLEARLY so that everyone, including customers, understand what they are doing. Most problems in this area arise when totals and conversions are attempted.
4. Another important aspect relating to this area is totaling and converting customers too quickly out of the units they bet most frequently. You should train yourself to watch the player's bankroll so that they can NEVER run out of the checks that make up their standard bets.

USE GOOD COMMON SENSE

Again, remember to deal CLEANLY and CLEARLY, and when it becomes necessary to total or convert, verbalize all such transactions to the Floor Supervisor or Boxperson and the players. Anything less than this is not acceptable. When your Boxperson tells you to do something, it should be done immediately. (NO questions asked) After you get pushed out from the table, you can then speak to the Floor Supervisor with any questions. Not on the table.

DUTIES OF BASE DEALER

1. It is all Dealers' responsibility to be aware of all situations pertaining to their assigned game.
2. Watch the game at all times. It is impossible to look around the casino and keep track of all bets, the dice, and be aware of any unusual movements made by the players.
3. When the shooter has the dice, the Stickperson will watch the shooter's hands. When the dice are rolling your way, read the total on the dice and confirm the Stickperson's call.
4. The Dealer on the same end as the shooter WILL NOT "HAWK" the dice. He must keep his/her eyes on the layout in front of him/her.
5. It is your responsibility to be aware of the amounts bet, and to whom they belong. Be particularly aware of bets made on the *Don't Pass Line*.
6. Make your Floor Supervisor or Boxperson aware of any customer that makes any suspicious moves.
7. When being relieved, complete the work on your end before leaving the game. Only push out when the dice are in the center of the table.
8. Remember that it is your responsibility to eliminate situations that may present opportunities the dishonest or the honestly confused player may have to file a claim. "Sounding off" and repeating all bets and payoffs is the strongest procedure the house has against claims. If you remain silent during any transaction, you leave yourself and the house wide open for claims. THERE ARE NO SECRETS ON A CRAP GAME.
9. It is the Dealer's responsibility to eliminate situations that may present opportunities to the dishonest. Adherence to procedures and verbally repeating all transactions is the best deterrent.
10. Book bets for your Stickperson when the dice are out or their back is turned.

FILLS AND CREDITS (BOXPERSONS)

FILLS

1. Verify that the total amount of checks placed on the table is the same as the total amount indicated on the fill slip. If more than one denomination of check is involved, ensure the total amount of each denomination is correct.
2. Prove only the highest denomination stack of checks and size into the remaining stacks. This MAY NOT be done with \$100 or \$500 checks. One stack of each of these denominations MUST be proven.
3. No checks are to be placed in the bankroll until the verification procedure has been completed.
4. Inspect the fill slip for correctness of date, shift, time, game number, and Floor Supervisor signature and employee number. Upon finding the fill slip to be correct, sign the slip and drop the slip in the table drop box.
5. Transfer the checks to the bankroll as quietly as possible.
6. If they are needed, rolled coins should be opened immediately. If they are not needed, wait for a natural break in the game to occur. If there is room in the proper tube for coins, open them.

CREDITS

1. When the credit slip arrives at the table, check the accuracy of the slip for the correct date, shift, time, game number, Floor Supervisor's signature, employee number, and the amount of checks and denominations.
2. If satisfied that the credit slip is correct, cut out the correct amount of checks requested on the slip.
3. Place the checks in the racks and place the racks on the carrier.
4. Verify the total and sign your name and employee number on the Dealer/Boxperson line.
5. Return the original credit slip to the Security Officer for a signature. The duplicate copy will be dropped in the table box.

MINIMUM AND MAXIMUM BETS

1. The maximum token bet allowed on a crap game is \$100 (With \$200 odds). \$25 Maximum on props.
2. Odds on the *Pass Line* and *Come* bets may be less than the table minimum as long as they are in even payable units.
3. If a player takes or lays improper odds and time permits, politely inform the player of the proper odds.
4. The amount of double odds allowed on the 4,5,9, and 10 will be twice the amount of the Line bet.
5. The amount of odds allowed on the 6 and 8 will be two times the Line bet rounded up to the next \$5 unit. SEE TABLE CHART for any changes.

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