## Inventory Information

<table>
<thead>
<tr>
<th>Column 1</th>
<th>Column 2</th>
<th>Column 3</th>
<th>Column 4</th>
<th>Column 5</th>
<th>Column 6</th>
<th>Column 7</th>
<th>Column 8</th>
<th>Column 9</th>
<th>Column 10</th>
</tr>
</thead>
<tbody>
<tr>
<td>Invoice date</td>
<td>Distributor name</td>
<td>Invoice number</td>
<td>Manufacturer ID</td>
<td>Part number</td>
<td>Game name or form number</td>
<td>Game serial number</td>
<td>Actual game cost (do not include sales tax, freight or 1.7% tax)</td>
<td>Date put into play or transferred</td>
<td>Date game closed or returned to Distributor</td>
</tr>
</tbody>
</table>
LG844 Instructions

- As part of the site inventory, this information is required for all paper pull-tabs, tipboards, and paddletickets.

- Use this form to record the perpetual inventory for all paper pull-tabs, tipboards, and/or paddletickets purchased by your organization.

- If your organization has only one permitted premises, this form may be kept on site and used instead of the LG847 Current Site Inventory List.

- Use a separate form for each type of game of paper pull-tabs, tipboards, and paddletickets.

- Make entries when games are:
  — received from the distributor,
  — put into play,
  — transferred to another site (only unplayed games may be transferred),
  — removed from play (closed), or
  — returned to a distributor.

The perpetual inventory information may be kept on a computer, but the information must be available upon request in printed form.

Perpetual inventory records must be kept for at least 3-1/2 years.

In the upper right hand corner, check the type of game being inventoried. Enter the organization name and license number at the top of the form.

**Column 1**
Enter the date of the distributor invoice.

**Column 2**
Enter the name of the distributor from whom the game was purchased.

**Column 3**
Enter the invoice number.

**Column 4**
Enter the two-character ID of the manufacturer.

**Column 5**
Enter the part number of the game.

**Column 6**
Enter the game name or form number.

**Column 7**
Enter the game serial number.

**Column 8**
Enter the actual game cost. Do not include sales tax, freight, or 1.7% tax listed on distributors’ invoices.

**Column 9**
Enter the date that the game was put into play or transferred to another premises.

**Column 10**
Enter the date that the game was closed or returned to a distributor for credit.