



Agency Records Disposition Schedule

Department: Department of Public Safety

Section: Financial Section

Division: Missouri Gaming Commission

Sub-Section:

TITLE: Bank Statements and Reconciliations

CUTOFF: EOSFY

DESCRIPTION: Casino tax account bank statements and Missouri Gaming Commission bank reconciliations of those accounts.

RETENTION: Years: 5 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 1824

SERIES STATUS: Approved

APPROVAL DATE:

10/27/2009

TITLE: Cash Reserve Reports

CUTOFF: EOSFY

DESCRIPTION: Requirement letters for casino cash bankroll, gaming tax, and admissions accounts along with support submitted by the casino to ensure balances are appropriate.

RETENTION: Years: 5 Months: Days:

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 23037

SERIES STATUS: Approved

APPROVAL DATE:

10/27/2009

TITLE: Casino Bank Reports

CUTOFF: EOSFY

DESCRIPTION: Daily bank records used to verify daily deposits of tax reported on the tax return.

RETENTION: Years: 5 Months: Days:

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 23038

SERIES STATUS: Approved

APPROVAL DATE:

10/27/2009



Agency Records Disposition Schedule

Department: Department of Public Safety

Section: Financial Section

Division: Missouri Gaming Commission

Sub-Section:

TITLE: Corporate Securities and Finance Transaction Report Files

CUTOFF: EOSFY

DESCRIPTION: Financial documents on Riverboats and Suppliers that are licensed to operate in Missouri.

RETENTION: Years: 5 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 1793

SERIES STATUS: Approved

APPROVAL DATE:

10/27/2009

TITLE: Daily Tax Transmittals and Independent CPA audits

CUTOFF: EOSFY

DESCRIPTION: Daily tax returns with admissions, tables, and slot back-up worksheets submitted daily by the casino along with any other requested documentation. Independent CPA firm audits submitted to the Missouri Gaming Commission for review of the financials and findings.

RETENTION: Years: 5 Months: Days:

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 23036

SERIES STATUS: Approved

APPROVAL DATE:

10/27/2009

TITLE: Financial Report to Commissioners for Relicensure of Boat Operators

CUTOFF: EOSFY

DESCRIPTION: Relicensure of Boat Operators opinion as rendered by the Missouri Gaming Commission Chief Financial Analyst, including financial suitability of operators.

RETENTION: Years: 75 Months: Days:

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 23048

SERIES STATUS: Approved

APPROVAL DATE:

10/27/2009



Agency Records Disposition Schedule

Department: Department of Public Safety

Section: Financial Section

Division: Missouri Gaming Commission

Sub-Section:

TITLE: Financial Statements

CUTOFF: EOSFY

DESCRIPTION: Balance Sheet, Income Statement, Statement of Changes in Stockholder's Equity, Cash Flow Statement, Payroll Statement, and Analysis of Cash on Hand and in Bank, submitted by casino's quarterly and monthly Screen A reports which includes slot and table detail.

RETENTION: Years: 5 Months: Days:

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 23047

SERIES STATUS: Approved

APPROVAL DATE:

10/27/2009

TITLE: Industry Reports, Financial Analysis

CUTOFF: EOSFY

DESCRIPTION: Annual and quarterly financial reports submitted by casinos to the Missouri Gaming Commission.

RETENTION: Years: 5 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 1812

SERIES STATUS: Approved

APPROVAL DATE:

10/27/2009

TITLE: On-site Financial Review Workpapers and Reports

CUTOFF: EOSFY

DESCRIPTION: On-site tax audit reports and workpapers for each casino completed by Missouri Gaming Commission staff.

RETENTION: Years: 5 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 1826

SERIES STATUS: Approved

APPROVAL DATE:

10/27/2009